

# Massachusetts School Building Authority

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## Next Steps to Finalize Submission of your FY 2021 Statement of Interest

Thank you for submitting your FY 2021 Statement of Interest (SOI) to the MSBA electronically. **Please note, the District's submission is not yet complete.** The District is required to mail all required supporting documentation, which is described below.

**VOTES: Each SOI must be submitted with the proper vote documentation.** This means that (1) the required governing bodies have voted to submit each SOI, (2) the specific vote language required by the MSBA has been used, and (3) the District has submitted a record of the vote in the format required by the MSBA.

- **School Committee Vote:** Submittal of all SOIs must be approved by a vote of the School Committee.
  - For documentation of the vote of the School Committee, Minutes of the School Committee meeting at which the vote was taken must be submitted with the original signature of the Committee Chairperson. The Minutes must contain the actual text of the vote taken which should be substantially the same as the MSBA's SOI vote language.
- **Municipal Body Vote:** SOIs that are submitted by cities and towns must be approved by a vote of the appropriate municipal body (e.g., City Council/ Aldermen/Board of Selectmen) in addition to a vote of the School Committee.
  - Regional School Districts do not need to submit a vote of the municipal body.
  - For the vote of the municipal governing body, a copy of the text of the vote, which shall be substantially the same as the MSBA's SOI vote language, must be submitted with a certification of the City/Town Clerk that the vote was taken and duly recorded, and the date of the vote must be provided.

**ADDITIONAL DOCUMENTATION FOR SOI PRIORITIES #1 AND #3:** If a District selects Priority #1 and/or Priority #3, the District is required to submit additional documentation with its SOI.

- If a District selects Priority #1, Replacement or renovation of a building which is structurally unsound or otherwise in a condition seriously jeopardizing the health and safety of the school children, where no alternative exists, the MSBA requires a hard copy of the engineering or other report detailing the nature and severity of the problem and a written professional opinion of how imminent the system failure is likely to manifest itself. The District also must submit photographs of the problematic building area or system to the MSBA.
- If a District selects Priority #3, Prevention of a loss of accreditation, the SOI will not be considered complete unless and until a summary of the accreditation report focused on the deficiency as stated in this SOI is provided.

**ADDITIONAL INFORMATION:** In addition to the information required above, the District may also provide any reports, pictures, or other information they feel will give the MSBA a better understanding of the issues identified at a facility.

If you have any questions about the SOI process please contact the MSBA at 617-720-4466 or [SOI@massschoolbuildings.org](mailto:SOI@massschoolbuildings.org).

## Massachusetts School Building Authority

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School District Shrewsbury

District Contact Keith Baldinger TEL: (508) 841-8513

Name of School Oak Middle School

Submission Date 5/21/2021

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### SOI CERTIFICATION

To be eligible to submit a Statement of Interest (SOI), a district must certify the following:

- ☒ The district hereby acknowledges and agrees that this SOI is NOT an application for funding and that submission of this SOI in no way commits the MSBA to accept an application, approve an application, provide a grant or any other type of funding, or places any other obligation on the MSBA.
- ☒ The district hereby acknowledges that no district shall have any entitlement to funds from the MSBA, pursuant to M.G.L. c. 70B or the provisions of 963 CMR 2.00.
- ☒ The district hereby acknowledges that the provisions of 963 CMR 2.00 shall apply to the district and all projects for which the district is seeking and/or receiving funds for any portion of a municipally-owned or regionally-owned school facility from the MSBA pursuant to M.G.L. c. 70B.
- ☒ The district hereby acknowledges that this SOI is for one existing municipally-owned or regionally-owned public school facility in the district that is currently used or will be used to educate public PreK-12 students and that the facility for which the SOI is being submitted does not serve a solely early childhood or Pre-K student population.
- ☒ After the district completes and submits this SOI electronically, the district must mail hard copies of the required documentation described under the "Vote" tab, on or before the deadline.
- ☒ The district will schedule and hold a meeting at which the School Committee will vote, using the specific language contained in the "Vote" tab, to authorize the submission of this SOI. This is required for cities, towns, and regional school districts.
- ☒ Prior to the submission of the SOI, the district will schedule and hold a meeting at which the City Council/Board of Aldermen or Board of Selectmen/equivalent governing body will vote, using the specific language contained in the "Vote" tab, to authorize the submission of this SOI. This is not required for regional school districts.
- ☒ On or before the SOI deadline, the district will submit the minutes of the meeting at which the School Committee votes to authorize the Superintendent to submit this SOI. The District will use the MSBA's vote template and the vote will specifically reference the school and the priorities for which the SOI is being submitted. The minutes will be signed by the School Committee Chair. This is required for cities, towns, and regional school districts.
- ☒ The district has arranged with the City/Town Clerk to certify the vote of the City Council/Board of Aldermen or Board of Selectmen/equivalent governing body to authorize the Superintendent to submit this SOI. The district will use the MSBA's vote template and submit the full text of this vote, which will specifically reference the school and the priorities for which the SOI is being submitted, to the MSBA on or before the SOI deadline. This is not required for regional school districts.
- ☒ The district hereby acknowledges that this SOI submission will not be complete until the MSBA has received all of the required vote documentation in a format acceptable to the MSBA. If Priority 1 is selected, your SOI will not be considered complete unless and until you provide the required engineering (or other) report, a professional opinion regarding the problem, and photographs of the problematic area or system. If Priority 3 is selected, your SOI will not be considered complete unless and until you provide a summary of the accreditation report focused on the deficiency as stated in this SOI.

**LOCAL CHIEF EXECUTIVE OFFICER/DISTRICT SUPERINTENDENT/SCHOOL COMMITTEE CHAIR  
(E.g., Mayor, Town Manager, Board of Selectmen)**

Chief Executive Officer *	School Committee Chair	Superintendent of Schools
(signature)	(signature)	(signature)
Date	Date	Date

\* Local chief executive officer: In a city or town with a manager form of government, the manager of the municipality; in other cities, the mayor; and in other towns, the board of selectmen unless, in a city or town, some other municipal office is designated to the chief executive office under the provisions of a local charter. Please note, in districts where the Superintendent is also the Local Chief Executive Officer, it is required for the same person to sign the Statement of Interest Certifications twice.

## Massachusetts School Building Authority

School District Shrewsbury

District Contact Keith Baldinger TEL: (508) 841-8513

Name of School Oak Middle School

Submission Date 5/21/2021

### Note

#### The following Priorities have been included in the Statement of Interest:

1. ☐ Replacement or renovation of a building which is structurally unsound or otherwise in a condition seriously jeopardizing the health and safety of school children, where no alternative exists.
2. ☐ Elimination of existing severe overcrowding.
3. ☐ Prevention of the loss of accreditation.
4. ☐ Prevention of severe overcrowding expected to result from increased enrollments.
5. ☒ Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility.
6. ☐ Short term enrollment growth.
7. ☐ Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements.
8. ☐ Transition from court-ordered and approved racial balance school districts to walk-to, so-called, or other school districts.

#### SOI Vote Requirement

☒ I acknowledge that I have reviewed the MSBA's vote requirements for submitting an SOI which are set forth in the Vote Tab of this SOI. I understand that the MSBA requires votes from specific parties/governing bodies, in a specific format using the language provided by the MSBA. Further, I understand that the MSBA requires certified and signed vote documentation to be submitted with the SOI. I acknowledge that my SOI will not be considered complete and, therefore, will not be reviewed by the MSBA unless the required accompanying vote documentation is submitted to the satisfaction of the MSBA.

**SOI Program:** Accelerated Repair  
**Potential Project Scope:** Accelerated Repair  
Windows/ Doors

**Is this SOI the District Priority SOI?** Yes

**School name of the District Priority SOI:** Oak Middle School

**Is this part of a larger facilities plan?** Yes

**If "YES", please provide the following:**

**Facilities Plan Date:** 1/1/2021

**Planning Firm:** LPAA

**Please provide a brief summary of the plan including its goals and how the school facility that is the subject of this SOI fits into that plan:**

Detailed inspection and review of all school buildings and operations completed on 10/15/1997

**Please provide the current student to teacher ratios at the school facility that is the subject of this SOI: 25 students per teacher**

**Please provide the originally planned student to teacher ratios at the school facility that is the subject of this SOI: 25 students per teacher**

**Does the District have a Master Educational Plan that includes facility goals for this building and all school buildings in District?** No

**Does the District have related report(s)/document(s) that detail its facilities, student configurations at each facility, and District operational budget information, both current and proposed?** Yes

**If "YES", please provide title, author, and date of report in area below.**

2017 - 2022 strategic plan voted in December 2017 Fiscal 22 budget document - May 2021 Five year financial forecast - January 2021 Recommendation to Authorize "Phase 1" Budget Reductions for Fiscal Year 2021

**Please include a hard copy of these report(s)/document(s).**

**Is there overcrowding at the school facility?** No

**If "YES", please describe in detail, including specific examples of the overcrowding.**

**Has the district had any recent teacher layoffs or reductions?** Yes

**If "YES", how many teaching positions were affected?** 14

**At which schools in the district?** see attached list

**Please describe the types of teacher positions that were eliminated (e.g., art, math, science, physical education, etc.).**

Due to financial distress we had 13.8 FTE teacher layoffs for FY 21 made worse by Covid, but the community just supported a 9.5 Million dollar override in May of 2021 which remedies and stabilizes our financial situation for the future.

**Has the district had any recent staff layoffs or reductions?** Yes

**If "YES", how many staff positions were affected?** 16

**At which schools in the district?** see attached list

**Please describe the types of staff positions that were eliminated (e.g., guidance, administrative, maintenance, etc.).**

Due to financial distress we had 15.8 Staff layoffs for FY 21 made worse by Covid, but the community just supported a 9.5 Million dollar override in May of 2021 which remedies and stabilizes our financial situation for the future.

**Please provide a description of the program modifications as a consequence of these teacher and/or staff reductions, including the impact on district class sizes and curriculum.**

see attached document

**Please provide a description of the local budget approval process for a potential capital project with the MSBA. Include schedule information (i.e. Town Meeting dates, city council/town council meetings dates, regional school committee meeting dates). Provide, if applicable, the District's most recent budget approval process that resulted in a budget reduction and the impact of the reduction to the school district (staff reductions, discontinued programs, consolidation of facilities).**

see attached document

## General Description

**BRIEF BUILDING HISTORY:** Please provide a detailed description of when the original building was built, and the date(s) and project scopes(s) of any additions and renovations (maximum of 5000 characters).

The original building was built in 1954, with a renovation and addition of a lower wing in 1981, and then it had a major renovation in 2004. The 1981 renovation included a classroom wing addition, window and roof replacement, interior renovations and mechanical updates. The 2004 renovation included electrical, mechanical, HVAC and life safety updates. It also included interior finish updates including flooring, ceilings paintings and some exterior doors. The building went from a high school configuration to its current 7th and 8th grade operation.

**TOTAL BUILDING SQUARE FOOTAGE:** Please provide the original building square footage PLUS the square footage of any additions.

169400

**SITE DESCRIPTION:** Please provide a detailed description of the current site and any known existing conditions that would impact a potential project at the site. Please note whether there are any other buildings, public or private, that share this current site with the school facility. What is the use(s) of this building(s)? (maximum of 5000 characters).

The current site includes the Oak Middle School which is 169,400 square feet that serves grades 7 and 8, and also includes the 130,000 square foot Sherwood Middle School which serves grades 5 and 6. The buildings share parking areas and field space. Both buildings are for school use only and there are no known site issues that would impact this project

**ADDRESS OF FACILITY:** Please type address, including number, street name and city/town, if available, or describe the location of the site. (Maximum of 300 characters)

45 Oak Street Shrewsbury, MA 01545

**BUILDING ENVELOPE:** Please provide a detailed description of the building envelope, types of construction materials used, and any known problems or existing conditions (maximum of 5000 characters).

The building envelope includes a brick veneer with cmu interior walls supported by a steel structure. Interior finishes include cmu walls and steel stud gypsum wall board. The roof structure is an insulated epdm roof over steel decking. The window systems are aluminum frame double pane glass systems installed in 1981

**Has there been a Major Repair or Replacement of the EXTERIOR WALLS?** YES

**Year of Last Major Repair or Replacement:(YYYY)** 1981

**Description of Last Major Repair or Replacement:**

The lower wing addition was added and new aluminum framed window systems were installed

**Roof Section** A

**Is the District seeking replacement of the Roof Section?** NO

**Area of Section (square feet)** 132200

**Type of ROOF (e.g., PVC, EPDM, Shingle, Slate, Tar & Gravel, Other (please describe)**

Flat EPDM insulated roof over steel deck

**Age of Section (number of years since the Roof was installed or replaced)** 25

**Description of repairs, if applicable, in the last three years. Include year of repair:**

The original tar and gravel roof was replaced in 1996 with an EPDM roof system. Select areas were repaired/replaced during the 2004 renovations to accommodate roof mounted equipment, and in 2017 liquid patch was installed over seams throughout the roof. The Public Buildings Division does bi annual inspections and completes repairs as needed throughout each year.

**Window Section A****Is the District seeking replacement of the Windows Section?** YES**Windows in Section (count)** 165**Type of WINDOWS (e.g., Single Pane, Double Pane, Other (please describe))**

Aluminum frame awning style windows, and Aluminum framed storefront style systems in the courtyard corridors.

**Age of Section (number of years since the Windows were installed or replaced)** 41**Description of repairs, if applicable, in the last three years. Include year of repair:**

We are regularly replacing failed handles and latches. The hinges for the awning windows are also breaking, but they are obsolete so many of these windows are inoperable. The storefront window systems show many failed seals and are also in need of replacement. We have replaced three of these panes in the past 3 years, but currently have 4 more that need replacement.

**MECHANICAL and ELECTRICAL SYSTEMS: Please provide a detailed description of the current mechanical and electrical systems and any known problems or existing conditions (maximum of 5000 characters).**

The building mechanical systems include 2 clear fired Cleaver Brooks boilers that service hot water loop heat through unit ventilators and roof top units. Fresh air is mechanically introduced throughout the building. Air conditioning is only available in the admin areas and the auditorium. The electrical distribution system was upgraded in 2004 and includes an emergency backup generator.

**Boiler Section 1****Is the District seeking replacement of the Boiler?** NO**Is there more than one boiler room in the School?** YES**What percentage of the School is heated by the Boiler?** 100**Type of heating fuel (e.g., Heating Oil, Natural Gas, Propane, Other)**

Natural Gas but the boilers are dual fuel capable

**Age of Boiler (number of years since the Boiler was installed or replaced)** 15**Description of repairs, if applicable, in the last three years. Include year of repair:**

The two CleaverBrooks Clear fire boilers were installed during the 2004 renovation. The boilers are cleaned and inspected yearly and have included only minor repairs. The two boiler pumps are scheduled for replacement in June of 2021 as they have reached the end of life. New pumps with VFDs are being installed to improve efficiency.

**Has there been a Major Repair or Replacement of the HVAC SYSTEM?** YES**Year of Last Major Repair or Replacement:(YYYY)** 2004**Description of Last Major Repair or Replacement:**

All roof top units and unit ventilators were replaced in the 2004 renovation with the addition of air conditioning in the auditorium and administration areas.

We do routine maintenance and repairs regularly. There is a major repair scheduled for July 2021 for failed condenser motors on the auditorium chiller unit

**Has there been a Major Repair or Replacement of the ELECTRICAL SERVICES AND DISTRIBUTION SYSTEM?** YES

**Year of Last Major Repair or Replacement:(YYYY)** 2004**Description of Last Major Repair or Replacement:**

Replaced electrical wiring and fixtures throughout the building, including distribution panels and the addition of an emergency generator. The building is designed as the Town's emergency shelter.

**BUILDING INTERIOR: Please provide a detailed description of the current building interior including a description of the flooring systems, finishes, ceilings, lighting, etc. (maximum of 5000 characters).**

Flooring is VCT throughout with some carpeted areas which include the media center, auditorium and the administrative area. Wall finishes include painted CMU walls and gypsum wallboard.

**PROGRAMS and OPERATIONS:** Please provide a detailed description of the current grade structure and programs offered and indicate whether there are program components that cannot be offered due to facility constraints, operational constraints, etc. (maximum of 5000 characters).

Oak Middle School currently educates all grade 7-8 students.

It provides a full middle level curriculum and has adequate space for Physical Education, Art, Foreign Language, and Music/Performing Arts.

This school was formerly used as Shrewsbury High School and therefore has outdoor athletic facilities that provide opportunities for a variety of after school sports not typically seen at this grade span. The school is also co-located with Sherwood Middle School [grades 5-6] and allows for shared busing services for the two schools.

Internal and external enrollment forecasts do not indicate the need to expand this school in the foreseeable future.

**EDUCATIONAL SPACES:** Please provide a detailed description of the Educational Spaces within the facility, a description of the number and sizes (in square feet) of classrooms, a description of science rooms/labs including ages and most recent updates, a description of the cafeteria, gym and/or auditorium and a description of the media center/library (maximum of 5000 characters).

The building has 52 classroom educational spaces which include 2 art rooms and 8 science rooms with regular classrooms averaging 800 square feet each and Science and art spaces at 1100-1250 square feet each. The Cafeteria is 7000 square feet and the Gym is 8800 square feet. The auditorium seats 800. The building also includes a media center and many special education spaces, two band rooms and full boys and girls locker rooms.

**CAPACITY and UTILIZATION:** Please provide the original design capacity and a detailed description of the current capacity and utilization of the school facility. If the school is overcrowded, please describe steps taken by the administration to address capacity issues. Please also describe in detail any spaces that have been converted from their intended use to be used as classroom space (maximum of 5000 characters).

The 2004 design capacity 950 students and the building currently has 980 students

**MAINTENANCE and CAPITAL REPAIR:** Please provide a detailed description of the district's current maintenance practices, its capital repair program, and the maintenance program in place at the facility that is the subject of this SOI. Please include specific examples of capital repair projects undertaken in the past, including any override or debt exclusion votes that were necessary (maximum of 5000 characters).

The Public Facilities Division follows standard maintenance practices to keep the building operating correctly



## Priority 5

***Question 1: Please provide a detailed description of the issues surrounding the school facility systems (e.g., roof, windows, boilers, HVAC system, and/or electrical service and distribution system) that you are indicating require repair or replacement. Please describe all deficiencies to all systems in sufficient detail to explain the problem.***

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The windows are 41 years old and the 4-bar arms which operate the projected windows are wearing out and are discontinued so we have many inoperable windows . The weather stripping on all of the windows is failing and we also replace the handle and latches often due to failure,  
The storefront style windows in the corridors around the courtyard also need replacement as the seals are failing and need to be replaced regularly. Having inoperable windows is also

## Priority 5

***Question 2: Please describe the measures the district has already taken to mitigate the problem/issues described in Question 1 above.***

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The Public Buildings Division regularly replaces failed handles and latches over the past several years. This has been an issue in the building for over a decade. The hinges on the awning windows fail often, but there is no longer replacement units available so many windows are inoperable. The weather stripping is also failing and we replace that when needed. Failed glass is also replaced as needed.

## Priority 5

***Question 3: Please provide a detailed explanation of the impact of the problem/issues described in Question 1 above on your district's educational program. Please include specific examples of how the problem prevents the district from delivering the educational program it is required to deliver and how students and/or teachers are directly affected by the problem identified.***

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The impact to the educational program is related to staff and student comfort. Many of the windows do not seal correctly so the classrooms can have cold drafts in the winter months which causes discomfort and can be distracting. In the warmer months opening the windows allows for more fresh air and cooler spaces and having inoperable windows can make this difficult and increase discomfort and distract students and staff.

## Priority 5

***Question 4: Please describe how addressing the school facility systems you identified in Question 1 above will extend the useful life of the facility that is the subject of this SOI and how it will improve your district's educational program.***

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Replacing and updating the window systems will improve efficiency and extend the useful life of the building. This will also improve the comfort of building users and improve the overall educational experience.

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**Please also provide the following:**

**Have the systems identified above been examined by an engineer or other trained building professional?:**

YES

**If "YES", please provide the name of the individual and his/her professional affiliation (maximum of 250 characters):**

Steve Van Dyke of Nault Architects 71 Hope Ave Worcester, MA 01603 508.755.6134

**The date of the inspection:** 3/19/2021

**A summary of the findings (maximum of 5000 characters):**

The windows are 41 years old and well beyond there useful life.

# Vote

## REQUIRED FORM OF VOTE TO SUBMIT AN SOI

### REQUIRED VOTES

If the SOI is being submitted by a City or Town, a vote in the following form is required from both the City Council/Board of Aldermen **OR** the Board of Selectmen/equivalent governing body **AND** the School Committee.

If the SOI is being submitted by a regional school district, a vote in the following form is required from the Regional School Committee only. FORM OF VOTE Please use the text below to prepare your City's, Town's or District's required vote(s).

### FORM OF VOTE

Please use the text below to prepare your City's, Town's or District's required vote(s).

Resolved: Having convened in an open meeting on \_\_\_\_\_, prior to the closing date, the

\_\_\_\_\_  
[City Council/Board of Aldermen,

Board of Selectmen/Equivalent Governing Body/School Committee] of \_\_\_\_\_ [City/Town], in accordance

with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest dated \_\_\_\_\_ for the

\_\_\_\_\_  
[Name of School] located at

\_\_\_\_\_  
[Address] which

describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future

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\_\_\_\_\_  
; [Insert a description of the priority(s) checked off on

the Statement of Interest Form and a brief description of the deficiency described therein for each priority]; and hereby further specifically

acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

**CERTIFICATIONS**

The undersigned hereby certifies that, to the best of his/her knowledge, information and belief, the statements and information contained in this statement of Interest and attached hereto are true and accurate and that this Statement of Interest has been prepared under the direction of the district school committee and the undersigned is duly authorized to submit this Statement of Interest to the Massachusetts School Building Authority. The undersigned also hereby acknowledges and agrees to provide the Massachusetts School Building Authority, upon request by the Authority, any additional information relating to this Statement of Interest that may be required by the Authority.

**Chief Executive Officer \*****School Committee Chair****Superintendent of Schools**\_\_\_\_\_  
(signature)\_\_\_\_\_  
(signature)\_\_\_\_\_  
(signature)\_\_\_\_\_  
Date\_\_\_\_\_  
Date\_\_\_\_\_  
Date

\* Local chief executive officer: In a city or town with a manager form of government, the manager of the municipality; in other cities, the mayor; and in other towns, the board of selectmen unless, in a city or town, some other municipal office is designated to the chief executive office under the provisions of a local charter. Please note, in districts where the Superintendent is also the Local Chief Executive Officer, it is required for the same person to sign the Statement of Interest Certifications twice.