

November 4, 2020
School Building Committee

A meeting of the School Building Committee was held on Wednesday, November 4, 2020 at 5:00 pm. Due to current health department restrictions, the meeting was held through remote participation.

Members present by roll call:

	<u>Present</u>
Donald Humason, Jr.	X
Stefan Czaporowski	X
Stacy Burgess	X
Shannon Barry	X
Chris Carey	absent
Ramon Diaz	X
Ralph Figy	absent
Bryan Forrette	X
Shelly Hazlett	absent
Bridget Matthews-Kane	X
Bill Parks	X
Brian Sullivan	absent
Cindy Sullivan	X
Tammy Tefft	X
Chris Tolpa	X
Lisa Benoit	<u>X</u>
	12

Also in attendance:

OPM-P3 Representatives: Dan Pallotta and Rob Todisco
Caolo & Bieniek Representatives: Curtis Edgin, Bert Gardner, and Jim Hannifin
Cindy Minicucci, Superintendent's Secretary

At 5:03 pm Chairman Donald Humason called the meeting to order.

2. Audio recording or video recording of open session: video recording for Channel 15
3. Approval of September 9, 2020 School Building Committee meeting minutes:
Cindy Sullivan moved, Ramon Diaz seconded to approve the September 9, 2020 School Building Committee meeting minutes as presented.

	<u>YES</u>	<u>NO</u>
Donald Humason, Jr.	X	
Stefan Czaporowski	X	
Stacy Burgess	X	

Shannon Barry	X
Chris Carey	absent
Ramon Diaz	X
Ralph Figy	absent
Bryan Forrette	X
Shelly Hazlett	absent
Bridget Matthews-Kane	X
Bill Parks	X
Brian Sullivan	absent
Cindy Sullivan	X
Tammy Tefft	X
Chris Tolpa	X
Lisa Benoit	<u>X</u>
	12 motion passes

4. Update from Owners Project Manager on schedule
 Dan Pallotta provided an update on the schedule. He stated that board meeting dates are on schedule and there may need to schedule another meeting in December in addition to the one scheduled for December 2, 2020. A discussion took place regarding the proposed meeting date of December 15, 2020.

5. Update from Designer on "Visioning"
 Bert Gardner provided an update on "Visioning". He reported that several workshops were held covering various topics such as: goals, community priorities, and design patterns. The vision of residents, employees, and parents were included. It was noted that one workshop was open to the members from the community. Members from the community wanted the building to be secure but also welcoming.

6. Site discussions and discussion of adjacent parcels
 Mayor Humason requested that Superintendent Czaprowski to share the exciting news regarding the adjacent parcels to Franklin Avenue Elementary School. Superintendent Czaprowski reported that both the owners of 129 and 131 Franklin Street were interested in selling their properties. Tammy Tefft reported that they would be following the 30B process to make the purchase. The City Attorney will contact with each home owners Legal Counsel. Dan Pallotta stated that the purchase of the both properties would allow for better pick up and drop off. Neither property is eligible for reimbursement through MSBA.

7. Next steps in process
 Next steps: A draft design will be started by the Designer. The draft design will look exactly like the sketches. A draft of the Educational Plan will be prepared by November 24, 2020.

8. Any other items not reasonably anticipated 48 hours prior to the meeting:
 Tammy Tefft confirmed with members the additional meeting dates of December 2 & 15, 2020 at 5:00 pm for a School Building Committee meeting. The agendas will be posted and distributed.

9. Adjourn

At 5:46 pm Ramon Diaz moved, Tammy Tefft seconded to adjourn the meeting.

The following roll call vote was taken:

	<u>YES</u>	<u>NO</u>
Donald Humason, Jr.	X	
Stefan Czaporowski	X	
Stacy Burgess	X	
Shannon Barry	X	
Chris Carey	absent	
Ramon Diaz	X	
Ralph Figy	absent	
Bryan Forrette	X	
Shelly Hazlett	absent	
Bridget Matthews-Kane	X	
Bill Parks	<i>no vote - lost connection</i>	
Brian Sullivan	absent	
Cindy Sullivan	X	
Tammy Tefft	X	
Chris Tolpa	X	
Lisa Benoit	<u>X</u>	
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A true copy, Attest:

Donald Humason, Jr. Chair
Westfield School Building
Westfield School Committee

DH/cm

Minutes approved: December 2, 2020