

**School Building Committee Meeting  
Minutes of Wednesday, April 10, 2024  
Zoom Meeting**

**Call to Order:** Richard Nichols called the meeting to order at 7:32 p.m.

School Building Committee Voting Members		School Building Committee Non-Voting Members		Vertex Companies (OPM)	
x	Richard Nichols, Chair	x	Mark Awdycki		Jeff D’Amico
x	Diane Jurmain, Vice-Chair	x	John Engler	x	Mike Quinlin
x	Marc Conroy		Mike Guzinski		
x	Denise Gibbons		Ana Hurley		
x	John Larkin	x	Robert Mullaney	<b>Tappe Associates (Architect)</b>	
	James McCaffrey	x	Erin Underhill		
	Jeremy Stull		Terry Wiggins		
<b>Additional Attendees</b>				x	Chris Blessen
x	Kimberly Borst	x	John Proctor		
	Jim Duffy		Mike Ragusa		

PDP Submission

The Preliminary Design Program (PDP) has been submitted to the MSBA. They acknowledged receipt and after a preliminary review of the submission, noted only one item outstanding. The meeting minutes from 3/27/24 were in draft form when the PDP was submitted. Once they are approved by the School Building Committee (SBC) at the next meeting, they can be certified and forwarded along to the MSBA.

MSBA Updates

The final review and audit for the Clyde Brown Project has been submitted. The MSBA will consider and vote at the end of June. Final reimbursement should follow.

Community Forum

The Middle/High School Library has been booked for the 4/24 Community Forum. The Forum will begin at 7:00 p.m. The presentation will be similar to what was used for the first Community Forum. The option of offering building tours is being discussed. Additionally, the Committee discussed creating large boards showing preliminary design options and a handout/takeaway for attendees.

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PSR Phase Schedule

The Preferred Schematic Report (PSR) schedule is compact. An alternative schedule has been drafted in case the Committee feels that more time is needed to explore the options. The original schedule has the PSR being submitted in June and the second option has the PSR being submitted in August. A decision should be made by mid-May on which schedule to follow.

8:10 p.m. – Diane Jurmain left the meeting.

8:20 p.m. – Chris Blessen left the meeting.

Invoices

There were no invoices to review at this meeting.

Minutes

The minutes from 3/27/24 were presented to the Committee for approval.

**Richard Nichols made a motion to approve the minutes from 3/27/24 as written. Denise Gibbons seconded the motion. By roll call vote Denise Gibbons – aye; Marc Conroy - aye; John Larkin – aye; Richard Nichols – aye. The motion passed unanimously.**

The next meeting of the School Building Committee will be held on Wednesday, May 1, 2024, at 7:30 p.m., via Zoom.

**Rich Nichols made a motion to adjourn the meeting at 8:29 p.m. Denise Gibbons seconded the motion. By roll call vote Denise Gibbons – aye; Marc Conroy - aye; John Larkin – aye; Richard Nichols – aye. The motion passed unanimously.**

Submitted by:

Kimberly Borst

Department Assistant, School Building Committee