

**School Building Committee Meeting**  
**Minutes of Monday, June 5, 2023**  
**Zoom Meeting**

**Call to Order:** Richard Nichols called the meeting to order at 7:34 p.m.

**Meeting Attendees:**

Mark Awdycki, Kimberly Borst, Steven Catalano, James Duffy, John Engler, Denise Gibbons, Mike Guzinski, Diane Jurmain, John Larkin, James McCaffrey, Richard Nichols, John Proctor, Jeremy Stull, Erin Underhill

The Committee reviewed the Request for OPM Services (RFS) document and the advertisement that will be placed on the Central Register and in the Milford Daily News.

Concern regarding a portion of the timeline was raised. The turnaround time between the OPM Selection Committee choosing their top finalist and presenting to the full School Building Committee for approval was originally only one day. The Committee decided to move the date for the SBC to approve negotiations with the finalist from 7/7 to 7/10 to give the SBC more time to review the recommended candidate.

It was noted that the “not to exceed” amount of \$1.3 million was mentioned in the advertisement, but not the RFS.

Those two final changes, the date for the SBC to approve the finalist in order to begin negotiations and the addition of the “not to exceed” number were changed in the RFS and sent back to the MSBA for final approval.

**Richard Nichols made a motion to approve the RFS as amended and the advertisement as it stands. Denise Gibbons seconded the motion. By roll call vote, Diane Jurmain – aye; Denise Gibbons – aye; John Larkin – aye; James McCaffrey – aye; Jeremy Stull – aye; Richard Nichols – aye. The motion passed unanimously.**

Adjournment

**Rich Nichols made a motion to adjourn the meeting at 8:02 p.m. The motion was seconded by John Larkin. By roll call vote – Diane Jurmain – aye; John Larkin – aye; James McCaffrey – aye; Richard Nichols – aye; Jeremy Stull - aye. The motion passed unanimously.**

Submitted by:

Kimberly Borst

Department Assistant, Permanent Building Committee