

School Building Committee Meeting
Minutes of Monday, September 18, 2023
Zoom Meeting

Call to Order: Richard Nichols called the meeting to order at 7:38 p.m.

Meeting Attendees:

Mark Awdycki, Kimberly Borst, Marc Conroy, Jeff D'Amico (Vertex), James Duffy, Denise Gibbons, Ana Hurley, Diane Jurmain, John Larkin, Robert Mullaney, Richard Nichols, John Proctor, Jeremy Stull, Erin Underhill, Mike Quinlan (Vertex)

The finalized OPM contract has been submitted to the MSBA. Project is up and running. A draft of the Designer RFP was sent to the MSBA. The MSBA came back with standard comments and changed the dates that had originally been targeted to 2 weeks later.

Richard Nichols made a motion for the School Building Committee to approve the Designer RFS for the Millis Middle/High School Project as amended by the MSBA. Denise Gibbons seconded the motion. By roll call vote Marc Conroy – aye; Diane Jurmain – aye; Denise Gibbons – aye; John Larkin – aye; Jeremy Stull – aye; Richard Nichols – aye. The motion passed unanimously.

The revised timeline was reviewed with the Committee including the following milestones:

- Advertisements for the RFS will run in the local paper and Central Registry on Wednesday, September 20, 2023.
- Responses are due back by October 18, 2023.
- OPM will complete reference check by October 25, 2023.
- Information will be submitted to the MSBA Designer Selection Panel on October 30, 2023.
- On Tuesday, November 21, 2023, there will be a Designer Selection Panel Meeting with the three members from the School Building Committee that the Committee designated at the last meeting and the MSBA.
- On December 5, 2023, MSBA DSP would interview candidate.
- Contract negotiation with highest ranking firm by December 12, 2023

Vertex will be working with the Superintendent between now and December on the Educational Program. Vertex will send sample education plans for review.

Enrollment numbers – big developments in town could potentially help change the number.

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MBTA communities will bring more building as well as a few new 40+ home developments.

Vertex to update the School Building Committee roster and send it over to the MSBA.

The next meeting of the School Building Committee will be held on Wednesday, October 25, 2023.

The minutes from 8/23/23 were presented to the Committee for approval.

Richard Nichols made a motion to approve the minutes from 8/23/23 as written. Denise Gibbons seconded the motion. By roll call vote Marc Conroy – aye; Diane Jurmain – aye; Denise Gibbons – aye; John Larkin – aye; Richard Nichols – aye. Jeremy Stull abstained. The motion passed.

Adjournment

Rich Nichols made a motion to adjourn the meeting at 8:04 p.m. The motion was seconded by Diane Jurmain. By roll call vote Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye.; Jeremy Stull – aye. The motion passed unanimously.

Submitted by:
Kimberly Borst
Department Assistant
School Building Committee