



<b>Item No.</b>	<b>Call to Order &amp; Intro:</b> 6:00 pm meeting was called to order by SBC Chair Melissa Massardo with 9 of 13 voting members in attendance.	Record
1.	<b>Public Comment: None</b>	Record
2.	<p><b>Approval of July 23rd, 2024, Meeting Minutes:</b></p> <ul style="list-style-type: none"> <li>• <i>Motion to approve the 8/20/24 meeting minutes as submitted made by E.Conti. 2<sup>nd</sup> by M. Massardo. Discussion: None. Roll Call Vote:</i></li> </ul> <ol style="list-style-type: none"> <li>1. Massardo- Yes</li> <li>2. N. Coscia – Abstain</li> <li>3. K. Bond – Yes</li> <li>4. C. Monaco – Yes</li> <li>5. M. Nawoichik – Yes</li> <li>6. J. Brooks – Yes</li> <li>7. E. Conti – Yes</li> <li>8. B. Cunha – Yes</li> <li>9. J. Priest – Yes</li> </ol> <p>Approve: 9, Reject: 0, Abstain: M. Simon, Motion passes, minutes approved, 9-0-0</p>	Record
3.	<p><b>Invoice for Approval:</b></p> <ul style="list-style-type: none"> <li>• <i>Motion to approve Dore &amp; Whittier Invoice No. 24 in the amount of \$15,602.00 for Schematic Design Estimate, DiNisco Invoice No. 10068 in the amount of \$11,495.00 for the Solar Study and DiNisco Invoice No. 10069 in the amount of \$1,760.00 for additional Traffic Study made by E. Conti. 2<sup>nd</sup> by K. Bond. Discussion: None. Roll Call Vote:</i></li> </ul> <ol style="list-style-type: none"> <li>1. Massardo- Yes</li> <li>2. N. Coscia – Abstain</li> <li>3. K. Bond – Yes</li> <li>4. C. Monaco – Yes</li> <li>5. M. Nawoichik – Yes</li> <li>6. J. Brooks – Yes</li> <li>7. E. Conti – Yes</li> <li>8. B. Cunha – Yes</li> <li>9. J. Priest – Yes</li> </ol> <p>Approve: 9 voting and M. Simon, Reject: 0, Abstain: 0, Motion passes, minutes approved, 9-0-0</p>	Record

4.	<b>Draft Town Meeting Presentation</b> <ul style="list-style-type: none"><li>• S. Brown – The following presentation will be shown at the September 23<sup>rd</sup> Town Meeting including teacher testimonials, design overview, project and taxpayer costs.</li><li>• M. Simon – you should change “Enrollment” to “Elementary Enrollment”</li><li>• D. DiNinco – Thank you, we will make that change.</li><li>• R. Riggs/Ed Parsons– You might want to change “estimate” to maximum amount”</li><li>• D. DiNinco – Thank you, we will make that change.</li><li>• C. Monaco – There a possibility the project could come in under budget?</li><li>• S. Brown – There is a possibility and a likely hood it will come in somewhere under that amount.</li><li>• D. DiNisco – There are contingencies built into project soft costs as well a 2% construction contingency. Any money that is not used will be returned at the end of the project.</li><li>• M. Simon – I think this is a well-planned project. But we just had the biggest spike in construction and inflation. Supply chains can be interrupted so I think it is important we are honest with the taxpayers and town meeting members.</li><li>• M. Nawoichik – Steve, I believe you mentioned that the cost of supplies has gone down over the past few months, are you still seeing that trend?</li><li>• S.Brown – Yes, the increase in change has normalized. It is still, however, a very competitive bidding market in Massachusetts and school building projects are still going up.</li><li>• M. Nawoichik – Have recent projects that you have worked on come in underbudget?</li><li>• S. Brown – Yes, they have.</li><li>• J. Brooks – Once way to answer this question is to look at the Bureau of Labor has a NAICS code associated with a year of escalated value. Maybe we can use a metric to track these questions in a more definitive way?</li><li>• S. Brown – The best place to find this information would be the MSBA’s website. It shows trends and indicators of the economy, and you can see the trajectory. Please find the link from the home page. <a href="https://massschoolbuildings.org">https://massschoolbuildings.org</a></li><li>• R. Riggs – I would add the important point is that this total is a maximum number and the project will be managed to that budget.</li><li>• D. DiNisco – The MSBA has reported that they had 8 projects that are scheduled to receive bids in 2024. They have had 4 bids already and all came in under the estimated budget. With total savings of approximately \$23 million dollars in estimate savings.</li></ul>	Record
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	<ul style="list-style-type: none"> <li>• Ed Parsons – We need to make sure that the tax information is clear. The average resident’s contribution will be a one-time approximate \$200 a year increase for 25 years (assumed).</li> <li>• E. Conti – When the police station was presented Ways &amp; Means did a presentation first, will this be the case for this presentation?        R. Riggs – Yes, I believe the chair will provide some structure.        E. Parsons – We will be preparing a presentation that is like what was presented before the police station at the last town meeting.</li> <li>• M. Monaco – Town hall is very careful on how they manage bond anticipation and how they spread projects out. Between that and the interest rates \$214 is most likely a maximum number. It is extremely important that the public understands this is a one time increase over the life of the bond.</li> <li>• <i>Motion to approve the direction of the presentation with minor edits as discussed at this meeting made by M.Nawoichik. Second by Conti.</i> <ol style="list-style-type: none"> <li>1. Massardo- Yes</li> <li>2. N. Coscia – Abstain</li> <li>3. K. Bond – Yes</li> <li>4. C. Monaco – Yes</li> <li>5. M. Nawoichik – Yes</li> <li>6. J. Brooks – Yes</li> <li>7. E. Conti – Yes</li> <li>8. B. Cunha – Yes</li> <li>9. J. Priest – Yes</li> </ol> <p>Approve: 9 voting and M. Simon, Reject: 0, Abstain: 0, Motion passes, minutes approved, 9-0-0</p> </li> <li>• M. Simon – In the future if there are things to be signed by the committee members’ they should be reviewed by the committee members before their names are put on. There were names added that were not at the last meeting.</li> <li>• M. Nawoichik – Was the wording discussed at the meeting or voted on?        M. Massardo - No</li> </ul>	
5.	<p><b>Community Engagement</b></p> <ul style="list-style-type: none"> <li>• Town Cener Beer Garden and Local Business Fest -Thursday Nights 9/5, 9/12, 9/19</li> <li>• Full length informational video is up on BCAT</li> <li>• Individual pillars of information are available for selection on the project homepage.</li> <li>• Possible representation at back-to-school night.</li> </ul>	Record
6.	<p><b>Upcoming Meetings:</b></p> <ul style="list-style-type: none"> <li>• Town Clerk Q&amp;A Information Session – 9/19.</li> </ul>	Record

	<ul style="list-style-type: none"><li>• Town Meeting 9/23 and 9/25 (if needed)</li></ul>	
7.	<b>Public Comment (15 Minutes):</b> None	Record
8.	<b>Other Topics not Reasonably Anticipated 48 hours prior to the meeting:</b> <ul style="list-style-type: none"><li>• None</li></ul>	Record
9.	<b>Adjourn</b> <ul style="list-style-type: none"><li>• A motion to adjourn. All in Favor Adjourn.</li></ul>	Record

Sincerely,  
**DORE + WHITTIER**

Andrea O'Toole  
Assistant Project Manager  
Cc: Attendees, File

The above is my summation of our meeting. If you have any additions and/or corrections, please submit within 48 hours for incorporation into these minutes.