

MEETING MINUTES

Project: Fox Hill Elementary School Project No:

Subject:School Building Committee MeetingMeeting Date:4/8/2025Location:Webex Conference Call, BHSTime:6:00 PMDistribution:Attendees, Project FilePrepared By:A. O'Toole

	I	I		I	I
Pres	Name	Affiliation	Present	Name	Affiliation
√	Anne Hill	SBC Member	✓	Steve Brown	DWMP
√	Bob Cunha	Director of Operations	✓	Andrea O'Toole	DWMP
✓	Christine Monaco	SBC Member		Donna DiNisco	DiNisco Design
✓	David Rosenblatt	Fox Hill Principal	✓	Vivian Low	DiNisco Design
✓	Dennis Villano	SBC Member	✓	Neil Harrigan	DiNisco Design
	Ed Parsons	SBC Member			
✓	Eric Conti	Superintendent			
✓	George Papayannis	SBC Member			
	Jennifer Priest	SBC Member			
✓	Jeremy Brooks	SBC Member			
✓	John Danizio	SBC Member			
✓	Katherine Bond	Vice Chair of SBC			
✓	Kristen Downie	Secretary			
√	Martha Simon	SBC Member			
√	Melissa Massardo	SBC Chair			
✓	Nichole Coscia	Business Manager			
	Paul Sagarino	SBC Member			
✓	Roger Riggs	SBC Member			
	Tara Carroll	SBC Member			
✓	Meghan Nawoichik	SBC Member			

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Item No.	Call to Order & Intro: 6:00 pm meeting was called to order with 9 of 13 voting members in attendance. One additional voting member joined later.		
1.	Public Comment: None		
2.	Approval of March 18, 2025 Meeting Minutes:	Record	
	• Motion to approve the 3/18/25 meeting minutes as submitted by E. Conti. 2 nd by B.Cunha . Discussion: None. Roll Call Vote:		
	 M. Nawoichik – Yes M. Massardo - Yes C. Monaco - Yes B. Cunha- Yes N. Coscia - Abstain D. Villano – Yes D. Rosenblatt – Yes J. Brooks- Yes E. Conti - Yes 		
	Approve: 9, Reject: 0, Abstain: 0, Motion passes 9-0-0		
3.	 Amendment for Approval: Motion to approve Dore and Whittier Amendment No. 6 in the amount of \$31,900 for design development estimating made by C. Monaco 2nd by M. Nawoichik. Comments: J. Brooks- have we verified we have the budget for this item? N. Coscia – Yes, confirmed. 1. M. Nawoichik – Yes 2. M. Massardo - Yes 3. C. Monaco - Yes 4. B. Cunha- Yes 5. N. Coscia - Abstain 6. D. Villano – Yes 7. D. Rosenblatt – Yes 8. J. Brooks- Yes 9. E. Conti - Yes Approve: 9, Reject: 0, Abstain: 0, Motion passes 9-0-0		
4.	Invoice for Approval:	Record	
	• Motion to approve DiNisco Invoice No. 10184 in the amount of \$ 356,444 for CD 1 of 9 and DiNisco Invoice No. 10185 in the amount of \$3,343.45 for		

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Traffic Studies, DiNisco Invoice No. 10186 in the amount of \$2,360.88 for Wetlands Design Development and NOI, and DiNisco Invoice No. 10187 in the amount of \$6,810.65 for Additional Survey made by C. Monaco, 2nd M. Nawoichik

- 1. M. Nawoichik Yes
- 2. M. Massardo Yes
- 3. C. Monaco Yes
- 4. B. Cunha- Yes
- 5. N. Coscia Abstain
- 6. D. Villano Yes
- 7. D. Rosenblatt Yes
- 8. J. Brooks- Yes
- 9. E. Conti Yes
- 10. K. Bond Yes

Approve: 10, Reject: 0, Abstain: 0, Motion passes 10-0-0

- Motion to approve Dore and Whittier Invoice No. 31 in the amount of \$ 22,730 for Design Development made by C. Monaco, 2nd M. Nawoichik
 - 1. M. Nawoichik Yes
 - 2. M. Massardo Yes
 - 3. C. Monaco Yes
 - 4. B. Cunha- Yes
 - 5. N. Coscia Abstain
 - 6. D. Villano Yes
 - 7. D. Rosenblatt Yes
 - 8. J. Brooks-Yes
 - 9. E. Conti Yes
 - 10. K. Bond Yes

Approve: 10, Reject: 0, Abstain: 0, Motion passes 10-0-0

5. **Budget Revision Request:**

Record

- Motion to approve Dore and Whittier Budget Revision Request No. 2 made by J. Brooks, 2nd K. Bond.
 - 1. M. Nawoichik Yes
 - 2. M. Massardo Yes
 - 3. C. Monaco Yes
 - 4. B. Cunha- Yes

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	5. N. Coscia - Abstain 6. D. Villano – Yes 7. D. Rosenblatt – Yes 8. J. Brooks- Yes 9. E. Conti – Yes 10. K. Bond - Yes	
6.	Approve: 10, Reject: 0, Abstain: 0, Motion passes 10-0-0 Schedule/Project Update:	Record
	 DiNisco has moved into the Construction Document phase of the project. The 4 main ideas of Explore, Search, Discover and Play are spread throughout the building. These ideas are represented in wall graphics, display cases and display boards. The group discussed the small group learning space outside and the gym and how the acoustics would work. A feature wall will be designated for a local artist to design a mural if the PTO would like to provide funding. 	1100010
7.	Design + Construction Schedule	Record
	 Construction Documents - March 2025 to November 2025 Project Bid - December 2025 through January 2026 Building Construction April 2026 to February 2028 Building Completion + Occupancy - February 2028 Demolish Existing Building + Complete Sitework - March to October 2028 	
	Upcoming Meetings/Submissions:	
	 4/2/25: Planning Board Site Plan Approval Application 4/5/25: Conservation Commission Notice of Intent 7/18/25: MSBA 60% CD Submission 4/8/25: MSBA Design Status Meeting 4/24/25: Conservation Commission Hearing 5/15/25: Planning Board Hearing 	
8.	SBC Comments and Q&A –	Record
	• M. Simon – What will the acoustics be in the learning area near the gym. Is this realistic?	

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- V. Low- Acustica panels on the walls and ceilings, as well as insulation should help this but it won't be a quiet discussion place. We are still exploring this area with the principal.
- M. Simon- Can we have a Burlington focused nature element? The Landlocked Forest should be considered.
 - V. Low thank you. (as amended via video recording time stamp 28.31)

N. Harrigan—Yes, the solar panels will be added to the roof and parking lot after the existing school is demolished. (this item will be removed from the minutes as it is unable to be verified via video recording)

- · C. Monaco- Will we get a chance to review interior colors?
 - -V. Low Yes, we will have some working groups and provide samples at an upcoming SBC meeting.
- K. Bond Are the library bookshelves on coasters?
 - V. Low Yes, they are heavy but movable.

9.	Public Comments: None	Record
10.	Motion to Adjourn:Motion to adjourn All in favor. Meeting Adjourn.	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.