

WESTWOOD SCHOOL BUILDING COMMITTEE
Westwood, Massachusetts

MEETING MINUTES

May 28, 2019

Attendance and Call to Order

The meeting was called to order at 7:45am in the Library Media Center at Hanlon Elementary School by Chair Maya Plotkin. Also present were: Allison Borchers, John Cummings, Charles Donahue, Nancy Hyde, Josepha Jowdy, Michelle Miller, and Emily Parks. Anthony Mullin arrived at 7:46am. Sarah Cronin arrived at 7:52am. Carol Lewis arrived at 7:54am. Pam Dukeman, Mike Jaillet, Abby Hanscom, Lemma Jn-baptiste, and Peter Paravalous were absent. John Cianciarulo recorded the minutes.

Chair's Report

Ms. Plotkin updated the Committee as Mr. Mullin arrived.

The Owner's Project Manager (OPM) Narrative was submitted to the Massachusetts School Building Authority (MSBA) last week. While drafting the document, it was realized that there is form language about placing the advertisement and releasing the Request for Services (RFS). The School Building Committee had no formal vote. The MSBA responded, stating that a formal vote is necessary. It is, however, permitted retroactively. The MSBA has permitted this for other districts. In order to potentially be placed on the MSBA's June 3 meeting agenda, the OPM Narrative must be submitted today with the formal vote record.

Ms. Miller noted that Tom McCusker, Town Counsel, stated that the retroactive vote is consistent with Town guidance.

Action Items

Mrs. Jowdy made a motion to advertise the Owner's Project Manager Request for Services. Mr. Cummings seconded.

Vote: 9-0-0

Result: Approved (Unanimous)

Mrs. Jowdy made a motion to release the Owner's Project Manager Request for Services. Mr. Cummings seconded.

Vote: 9-0-0

Result: Approved (Unanimous)

Mrs. Cronin arrived as Mr. Cummings asked why Westwood Media Center must be present at the next meeting. Mrs. Plotkin responded that, in the interest of transparency, discussion of future tapings of School Building Committee meetings will be on the next agenda. By having this discussion on tape at the next meeting, there will be greater transparency for those viewing. Mrs. Hyde suggested seeing what other communities do. Ms. Parks stated that she would research.

Mr. Mullin motioned to adjourn. Mrs. Lewis arrived during the motion and did not vote. Mr. Donahue seconded. Vote: 10-0-1.

Result: Approved.

The meeting adjourned at 7:55am.