

**Town of Scituate
School Building Committee
Hatherly Elementary School Project
Monday, September 26, 2022
5:30 – 7:00 p.m.**

M I N U T E S

Committee Members Present: Robert Dutch (chair), Bill Burkhead, Jeff Halbig, Bruce Marshman, Gregg Davey, Jared Cianciolo, Stephen Shea, Scott Williams, Julie Ward, Kevin Kelly, Nancy Holt, Ryan Lynch, Janice Lindblom, Matt Marino

Committee Members Absent: Tony Vegnani, James Boudreau, Jamie Gilmore, Jonathan Burwood, Andrew Scanzillo

Others Present: Jon Lemieux and Allyson Mahar, Vertex

1. Call to Order and Roll Call

Chairman Robert Dutch called the meeting to order at 5:30PM.

2. Presentation by Owner's Project Manager for Hatherly MSBA project

Jon Lemieux from Vertex Companies (OPM) gave a presentation to the Committee. The Massachusetts School Building Committee process and timeline were discussed. The Designer Selection Process was reviewed. There are a total of 16 members on the Designer Selection panel, (13) are appointed by the MSBA and (3) members will be assigned to represent the district. The Designer Selection timeline was reviewed. The Request for Proposals has been issued and to date a total of 16 design firms have requested the documents. A walkthrough was held at the Hatherly School and (5) firms attended. Responses are due from designers by 10/5/22.

Vertex is working on setting up a Sharepoint website that will be used as a communication tool between Vertex and the Building Committee for project information. Vertex is working to get the site up so the designer proposals can be uploaded for the Committee to review.

Redistricting will need to be discussed and confirmed. Enrollment of 460 has already been determined for the new elementary school.

3. Next Steps

Jon Lemieux reviewed next steps for the project:

- Designer Proposals Due – 10/5/22
- Next SBC Meeting – 10/17/22 @ 5:30PM

- 1st DSP Meeting – 11/15/22
- 2nd DSP Meeting – 11/29/22

4. New Business

None

5. Adjournment

The meeting was adjourned at 7:00PM.

APPROVED 10/17/22