

**Town of Scituate  
School Building Committee  
Hatherly Elementary School Project  
Wednesday, January 18, 2023  
5:00 – 7:00 p.m.**

**M I N U T E S**

**Committee Members Present:** Robert Dutch (chair), Bill Burkhead, Jared Cianciolo, Stephen Shea, Scott Williams, Julie Ward, Kevin Kelly, Nancy Holt, Gregg Davey, Bruce Marshman

**Committee Members Absent:** Tony Vegnani, James Boudreau, Jamie Gilmore, Andrew Scanzillo, Ryan Lynch, Janice Lindblom, Jonathan Burwood, Matt Marino, Jeff Halbig

**Others Present:** Jon Lemieux Steve Theran and Allyson Mahar, Vertex; Don Walter, Tom Hengelsberg, Bethany Beck, Jason Boone, Dore & Whittier; Nicole Brandolini and Patrick Canning

**1. Call to Order and Roll Call**

Chairman Robert Dutch called the meeting to order at 5:03PM.

**2. Public Comment**

None.

**3. Meeting Minutes**

Nancy Holt made a motion to approve the meeting minutes from the December 21<sup>st</sup>, 2022 Building Committee meeting. Gregg Davey seconded. All were in favor.

**4. Presentation by Design Team for Hatherly MSBA project**

Dore & Whittier gave a presentation to the Committee. The design team gave an update on the schedule including the Owner's Project Manager's schedule and the Dore & Whittier Workplan for the Preliminary Design Program (PDP). School Building Committee meetings will be held monthly but may need to be more frequent when decisions are required. A Working Group subcommittee will be developed and will meet weekly. Dore & Whittier reviewed the draft workplan. The design team will be presenting options in April, and options with cost will be presented in May. The PDP submission is scheduled to be submitted to the MSBA May 25<sup>th</sup>. Public forums are scheduled to be held every 6 weeks. The first public forum will be scheduled February 15<sup>th</sup>. The Committee discussed preparing for this presentation and the design team presented an example presentation for the public forum that will continue to be developed. The presentation for this first public forum will include work that has been completed to date, a timeline going forward, and an explanation of MSBA funding to date and going forward. It will

also include a mention of the opportunities for community input, focus groups, and steps to get from each decision point. Future presentations will include site selection options that will be evaluated and presented for feedback from the community and School Building Committee. A Visioning Working Group will be developed for hands on visioning workshops intended to generate feedback required for the design of the building. Dore & Whittier is in the process of reviewing existing conditions at Hatherly and Cushing sites.

Next steps include:

- School Building Committee meeting scheduled February 8<sup>th</sup>
- Public Forum scheduled February 15<sup>th</sup>
- Formation of the Working Group
- Formation of the Visioning Working Group
- Development of Communication Plan (Website, FAQs)
- Schedule of Public Opportunities for Input

#### **5. New Business**

The next meeting will be scheduled Wednesday 2/8/23 @ 5:30pm.

#### **6. Adjournment**

Gregg Davey made a motion to adjourn. Bruce Marshman seconded. The meeting was adjourned at 7:00PM.

**Approved 2/8/23**