

**Town of Scituate  
School Building Committee  
Hatherly Elementary School Project  
Thursday, May 30, 2023  
5:30 – 6:40 p.m.**

**M I N U T E S**

**Committee Members Present:** Robert Dutch (chair), Bill Burkhead, Kevin Kelly, Nancy Holt, Nicole Brandolini, Janice Lindblom, Julie Ward, Scott Williams, Jared Cianciolo, Jeff Halbig, and Gerry Kelly

**Committee Members Absent:** James Boudreau, Matt Marino, Gregg Davey, Andrew Scanzillo, Jonathan Burwood, Stephen Shea, and Bruce Marshman

**Others Present:** Jon Lemieux, Steve Theran and Allyson Mahar, Vertex; Don Walter and Tom Hengelsberg, Dore & Whittier; Pat Canning, Emily Simmer

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

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

**2. Public Comment**

None.

**3. Meeting Minutes**

Nancy Holt made a motion to approve the meeting minutes from the May 18<sup>th</sup>, 2023 School Building Committee meeting. Julie Ward 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 reviewed the project timeline and gave an overview of the meeting schedule for the Preferred Schematic Phase (PSR) of the project. The Design Team reviewed the evaluation of options and presented the selection criteria matrix for both K-5 as well as PreK-5. A review of the option site plans were also presented with design concepts. Cost ranges of the options were presented. It was noted that cost estimates are meant to be comparative to one another and not meant to represent the actual cost of the project this early in design. Design is conceptual at this point and will be developed further as the project moves into the PSR phase of the project. The Design Team and the Committee discussed feedback received from the Public Meeting held May 24<sup>th</sup>. There was strong feedback from the community to include the Pre-K option in the program. The Town's reimbursement rate from the MSBA was discussed. The draft Preliminary Design Program (PDP) report was sent to the Committee for review prior to the meeting.

The Committee voted to approve the recommended short list of options for the Preliminary Design Program including options 1, 2, 7, 13, 18 & 19 and authorized Vertex to submit the Preliminary Design Program Report to the MSBA on behalf of the Town of Scituate. Gerry Kelly made the motion. Jeff Halbig seconded. Additional discussion was had by the Committee on the different options. The vote was unanimous (11-0) in favor of submission of the Preliminary Design Program to the MSBA.

The Design Team will be making final edits to the PDP report and the PDP Submission to the MSBA is scheduled for June 8<sup>th</sup>.

Next steps include:

- Dore & Whittier make final edits to PDP Report by June 2<sup>nd</sup>
- Submit Final PDP to MSBA June 8<sup>th</sup>
- Remote Working Group Meeting scheduled June 21<sup>st</sup>
- Remote Working Group Meeting scheduled June 27<sup>th</sup>
- School Building Committee Meeting Scheduled June 28<sup>th</sup>

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

The Committee discussed possibly changing the meeting location of the School Building Committee meetings. The first meeting of the Summer will be held remotely, the Committee will discuss if remote meetings will continue over the Summer at the next meeting.

The next School Building Committee meeting is scheduled Wednesday, June 28<sup>th</sup> @ 5:30pm.

Superintendent Bill Burkhead announced that Bob Dutch will be retired June 30<sup>th</sup> and there will be an item on the next School Building Committee agenda to vote for a new chair of the School Building Committee. Nicole Brandolini has volunteered for the position.

#### **6. Adjournment**

Nancy Holt made a motion to adjourn the meeting. Jared Cianciolo seconded. All were in favor. The meeting was adjourned at 6:38PM.

**APPROVED 6/28/23**