

Central Middle School Building Committee
Sub-Committee on Communications

Thursday, June 22, 2023
APPROVED MINUTES

Sub-committee members present: Clare Kilgallen*, Lauren Rabin, Nisha Arora*, Tony Turner* (* – CMSBC voting member)

Absent: Laura Kostin

Others present: Stephanie Cowie (FSAC4PWD Liaison)

1. Call meeting to order.

- a. Lauren Rabin called the meeting to order at 3:37pm.

2. Approve minutes from May 11 and May 25, 2023.

- a. A Motion was made by Tony Turner and seconded by Clare Kilgallen to approve the minutes. The minutes were approved 2-0-1.

3. Approve June 2023 Fact Sheet.

- a. After minor corrections, a Motion was made by Tony Turner and seconded by Clare Kilgallen to approve the Fact Sheet. The Fact Sheet was approved 3-0.

4. Answering BC Questions of Vendors.

- a. This item was not discussed.

5. Finalize Q & A from May 17, 2023, Forum.

- a. The document was reviewed again and cleaned up with two remaining edits for CSG.
- b. It was noted that the GPS already posted answers on the CMSBC website for the questions GPS was responsible for answering.

6. Determine documents that need to be on the GPS CMSBC site and act on posting.

- a. The sub-committee reviewed the CMSBC webpage.
 - **ACTION:** Lauren Rabin took the action to have all the minutes to the Communications sub-committee and DRC meetings (now that they are approved) posted.
 - **ACTION:** Clare Kilgallen took the action to have the Traffic Study posted.

7. Determine Need for Adjacent Neighbor Forum, Assignment of a Liaison

- a. The subcommittee discussed a date for both an adjacent neighbor forum and broader community forum given the fact that CMS is on the July 18 Planning & Zoning Agenda.
 - **ACTION:** Tony Turner took the action to vet July 12 as a date and determine to confirm a venue.

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- b. Lauren Rabin announced that Rachel Koven has been asked to be the neighbor liaison.
- 8. Other**
- a. No other items were discussed.
- 9. Adjourn.**
- a. The meeting adjourned without objection at 4:31PM.

Prepared by Lauren Rabin