Approved by the HW Elementary School Building Committee on 11/13/2023

HAMILTON-WENHAM
REGIONAL SCHOOL DISTRICT
5 School Street, Wenham, MA 01984 · Tel. 978-468-5310

HAMILTON-WENHAM ELEMENTARY SCHOOL BUILDING COMMITTEE

MEETING MINUTES

HWRSD Central
Administration Building
2nd Floor Conference Room
5 School Street
Wenham, MA 01984

Monday, September 25, 2023
6:30pm – 8:30pm

MEMBERS PRESENT:

Eric Tracy (SBC)
Vincent Leone (SBC)
Joseph Domelowicz (SBC)
Steve Poulos (SBC)
Tom Myers (SBC)
Peter Clay (SBC)
Carolyn Shediac (SBC)
Juliana Schnieder (SBC)
Stacy Bucyk (SBC)
Allison Goodchild (SBC)
Sarah Bilello (SBC)
Shane Lougee (SBC)
Rebecca Butler (SBC)
David Polito (SBC)
John McGrath (SBC)
Tom Connors (SBC)

GUESTS PRESENT:

Matt Gulino (PMA)
Nick Masse (PMA)
Doug Roberts (JCJ)
Alicia Caritano (JCJ)
Mike Pirollo (MLP)

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- **6:32 PM –** Open Meeting

- **6:33 PM –** Approve meeting minutes for August 28, 2023.
  - Tom Myers motions to approve. Peter Clay seconds the motion.
  - VOTE: Unanimous

- **6:35 PM –** Approve monthly invoice for OPM Services, for the month of August.
  - Peter Clay motions to approve. Joe Domelowicz seconds the motion.
  - VOTE: Unanimous

- **6:37 PM –** General update on the progress of the project & upcoming next steps presented by PMA and JCJ.

- **6:40 PM –** MLP Integrated Design gave an overview of the educational visioning and programming process and invited all SBC members to join any and all sessions.

- **6:56 PM –** PMA and JCJ presented their plan for community outreach, which will start with attending the Farmer's Market on both 9/29 and 10/6. Project website is continuing to be updated with latest information, including next steps of the project and FAQ's.

- **7:15 PM –** Rescheduling (2) SBC Meeting's due to conflicts:
  - December 25, 2023 is being rescheduled to December 18, 2023
    - Additionally, this time is being rescheduled to 5:30-6:30pm to work around SBC member conflicts of this day.
  - January 29, 2024 is being rescheduled to January 22, 2024

- **7:19 PM –** Items Unanticipated by the Chair
  - Name change of project proposed to change from Cutler Elementary School Project to "Hamilton-Wenham Elementary School Project"
    - Joe Domelowicz motions to approve. Tom Myers seconds the motion.
    - VOTE: Unanimous

- **7:31 –** Vote to Adjourn
  - Peter Clay makes the motion to adjourn. Joe Domelowicz seconds the motion.

NOTE: All Meetings will be held the 4th Monday of every month at 6:30 PM.