



NORTH MIDDLESEX REGIONAL SCHOOL DISTRICT  
ASHBY ELEMENTARY SCHOOL BUILDING COMMITTEE  
Ashby – Pepperell – Townsend, Massachusetts

---

**MEETING MINUTES – November 12, 2024**

Virtual via Zoom Meet

**PRESENT**

Chairperson	June McNeil	School Committee Member
	Randee Rusch	School Committee Member, Alternate ~joined at 5:25pm
	Brad Morgan	Superintendent ~absent
	Nancy Haines	District Business Manager ~absent
	Jeremy Hamond	Director of Technology ~left at 5:50pm
	David Amari	District Facilities Director
	Rich Carlson	District Facilities Director, Alternate ~absent
	Anne Cromwell-Gapp	Ashby Elementary School Principal
	Karen Walsh	Ashby Elementary School Staff Member
	Jessica Kallin	Ashby Selectboard Member
	Dan Johnson	Community Member, Ashby
	Melissa Boylan	Community Member, Ashby
	Walter Hansen	Community Member, Ashby, Alternate ~joined at 5:22pm

**ALSO PRESENT**

Mary Daughraty	Ashby Town Administrator
David Nadeau	Ashby Selectboard Member
Doug Leab	Ashby Selectboard Member

1. The Chairperson, June McNeil, opened the meeting at 5:09 pm and announced the Committee was meeting in a virtual setting, fully remote via teleconferencing, in accordance with the Governor's suspension of specific open meeting laws.

<b>Roll Call:</b>			
June McNeil	Yes	Anne Cromwell-Gapp	Yes
Randee Rusch	-	Karen Walsh	Yes
Brad Morgan	-	Jessica Kallin	Yes
Nancy Haines	-	Melissa Boylan	Yes
Jeremy Hamond	Yes	Dan Johnson	Yes
David Amari	Yes	Walter Hansen	-
Rich Carlson	-		

---

**OUR MISSION:** At NM, we are committed to creating a diverse learning environment where students are provided a meaningful education through academic, social, and emotional learning experiences. Together with parents, caregivers, and the community, students are encouraged to ignite and embrace their individual potential to find success within NM and beyond.

2. Ashby Selectboard opened their meeting at 5:10pm.
3. Dan Johnson motioned, and Anne Cromwell-Gapp seconded the Committee vote to approve the AES Building Committee meeting minutes dated October 29, 2024 as presented.

<b>Roll Call:</b>			
June McNeil	Yes	Anne Cromwell-Gapp	Yes
Jessica Kallin	Yes	Dan Johnson	Yes
Melissa Boylan	Yes	David Amari	Yes

*Vote: The motion passed 6/0/0*

4. Discussion of Action Items:

- Pavement/Handicap Parking Space – David Amari stated he received a quote from City Line Paving for \$8600 to pave and paint the handicap spot at the top of the hill by the ramp, pave at the cafeteria door entrance, and at the kindergarten/playground entrance. Mary Daughraty suggested he get a couple other quotes for comparison but it is probably best to do this quickly since paving is a seasonal service. Melissa Boylan motioned and Anne Cromwell-Gapp seconded that the committee allocate no more than \$8600 towards paving the handicap space and door areas.

<b>Roll Call:</b>			
June McNeil	Yes	Anne Cromwell-Gapp	Yes
Jessica Kallin	Yes	Dan Johnson	Yes
Melissa Boylan	Yes	David Amari	Yes

*Vote: The motion passed 6/0/0*

- Roof Drain – David Amari stated that he has not heard back from Seymour Plumbing and needs to source new quotes. June McNeil noted the drain was being paid for by the district, not town ARPA funds.
- Boiler/Heating – David Amari said the second boiler was installed. He will be testing the heating system to identify any other needs and getting quotes on anything else potentially needing replacement such as controls, coil, heat exchanger, and reinsulating pipes in the tunnels. Dan Johnson said Unitil will do a steam trap survey upon request. Mary Daughraty offered to contact Unitil to arrange that.
- Chair lift - Jessica Kallin said she has reached out to the state regarding the grant for the chair lift that the town of Ashby could apply for and it seems this could qualify for the criteria required. The application period begins in May.
- Security cameras – Jeremy Hamond confirmed he received a reduced quote but would pursue that through district capital funds rather than remaining ARPA funds.

- Other Projects – The committee and Selectboard discussed the foyer ceiling, floor, hallway floor/rug, and side door leak/awning. David Amari said he will bring quotes to the next meeting. Dan Johnson, Walter Hansen, and June McNeil will help with sourcing vendors.
5. Public Comment: none
  6. Other business: none
  7. Next meeting: November 26, 2024

**ADJOURNMENT**

David Amari motioned, and Anne Cromwell-Gapp seconded to adjourn the meeting at 6:12 p.m.

Roll Call:			
June McNeil	Yes	Brad Morgan	Yes
Jessica Kallin	Yes	Anne Cromwell-Gapp	Yes
Melissa Boylan	Yes	Dan Johnson	Yes

*Vote: The motion unanimously passed 6/0/0.*

The Selectboard adjourned their meeting

Documents Reviewed / Referred To:

- 2024 11/12 AESBC Agenda
- 2024 10/29 AESBC Minutes

Respectfully submitted,  
June McNeil

**APPROVED:** November 26, 2024