



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

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**MEETING MINUTES – November 26, 2024**

Virtual via Zoom Meet

**PRESENT**

Chairperson	June McNeil	School Committee Member
	Randee Rusch	School Committee Member, Alternate
	Brad Morgan	Superintendent ~absent
	Nancy Haines	District Business Manager
	Jeremy Hamond	Director of Technology ~absent
	David Amari	District Facilities Director ~ joined at 5:16pm
	Rich Carlson	District Facilities Director, Alternate ~absent
	Anne Cromwell-Gapp	Ashby Elementary School Principal ~absent
	Karen Walsh	Ashby Elementary School Staff Member ~ left at 5:40pm
	Jessica Kallin	Ashby Selectboard Member
	Dan Johnson	Community Member, Ashby ~absent
	Melissa Boylan	Community Member, Ashby
	Walter Hansen	Community Member, Ashby, Alternate

1. The Chairperson, June McNeil, opened the meeting at 5:08 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	-
Randee Rusch	Yes	Karen Walsh	Yes
Brad Morgan	-	Jessica Kallin	Yes
Nancy Haines	Yes	Melissa Boylan	Yes
Jeremy Hamond	-	Dan Johnson	-
David Amari	-	Walter Hansen	Yes
Rich Carlson	-		

2. Melissa Boylan motioned, and Jessica Kallin seconded the Committee vote to approve the AES Building Committee meeting minutes dated November 12, 2024 as presented.
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**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.

<b>Roll Call:</b>			
June McNeil	Yes	Melissa Boylan	Yes
Jessica Kallin	Yes	Walter Hansen	Yes

*Vote: The motion passed 4/0/0*

3. Discussion of Action Items:

- Flooring – David Amari said Atkinson quoted replacing the floor in the foyer, side entrance, and hallways with vinyl composite tile and carpet tile accordingly. The quote came to \$39,955 and he is awaiting 2 other quotes.
- Awning – David Amari said a suitable awning could be purchased from Amazon for \$626 and installed internally.
- Steam Trap Survey – David is working with Mary Daughraty and Unutil regarding the steam trap survey. The cost is \$1627.50 but Unutil will cover 50%. They will also potentially cover up to 50% of upgrades. Melissa Boylan motioned and David Amari seconded that the committee allocate no more than \$1627.50 to the steam trap survey.

<b>Roll Call:</b>			
June McNeil	Yes	David Amari	Yes
Jessica Kallin	Yes	Walter Hansen	Yes
Melissa Boylan	Yes		

*Vote: The motion passed 5/0/0*

- Tunnel Pipes – David Amari said he has checked about half of the pipes in the tunnels and they are all in relatively good condition. He has not found anything to be concerned about and will check the remaining half of the pipes prior to our next meeting.

4. Public Comment: none
5. Other business: none
6. Next meeting: December 10, 2024

**ADJOURNMENT**

Melissa Boylan motioned, and Walter Hansen seconded to adjourn the meeting at 6:24 p.m.

<b>Roll Call:</b>
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June McNeil	Yes	David Amari	Yes
Jessica Kallin	Yes	Walter Hansen	Yes
Melissa Boylan	Yes		

*Vote: The motion unanimously passed 5/0/0.*

Documents Reviewed / Referred To:

- 2024 11/26 AESBC Agenda
- 2024 1/12 AESBC Minutes

Respectfully submitted,  
June McNeil

**APPROVED:** December 10, 2024