

Campus Completion Subcommittee Meeting Minutes

January 21, 2025

8:30 am

Members Present: Alexa Anderson, Tracey Marano, Brian Waterson, Laurie Hunter, Bob Conry

I. Call to Order. Mr. Waterson called the meeting to order at 8:31 AM. Roll call was taken. Ms. Marano present, and Mr. Waterson present.

II. Public Comment.
None

III. Discussion

A. Campus Completion Subcommittee Charge. Ms. Marano shared a draft charge she had prepared, which was based on previous committees' charges. The group discussed and agreed on six bullet points, including reviewing funding sources for the amenities building and track, reviewing the design for the Amenities Building, and advocating for public outreach. They also discussed the possibility of forming a future school committee for campus improvements. The group decided to remove the last point from the charge, as it was deemed unnecessary. The final draft of the charge was left open for further discussion and voting.

B. Amenities Building Warrant Article and CPA Funds. The committee discussed the potential for moving forward with the warrant articles for both towns. They agreed that it would be responsible to bring the project to fruition, despite concerns about the cost. The committee decided to draft the warrant language similar to last year's, with the highest number for the total project cost. They also agreed to discuss and vote on the matter at their next meeting. The committee also discussed the possibility of adjusting the warrant article if they receive CPC funding. They decided to present the information to the finance committees for approval before voting on the warrant articles.

Carlisle and Concord Application Progress

The team discussed the progress of their applications for the Carlisle and Concord communities. Mr. Waterson mentioned a call with the Carlisle CPC chair and the need to ensure the Carlisle application is in for the next meeting. The Concord application was discussed, with a focus on the feasibility section and the need for a detailed budget. It was decided that the Concord application could be submitted by January 27th. The team also discussed the need for a final review of both applications in their meeting on Monday morning. Ms. Marano suggested reaching out to the Concord chair to let them know the application is coming. The team agreed to meet on Monday morning at 8:30 for this purpose.

Advocacy and Letters for Grant

The team discussed the importance of advocacy and letters of support for their grant application. They agreed to reach out to two organizations, Thoreau and Concord Rec and Youth Soccer, to request targeted support letters for the grant application. The team also decided to include letters of support from last year and this year in their application. The goal is to have these letters ready by the time the application is due.

Project Funding and Building Design

The team discussed the allocation of funds for the Concord and Carlisle projects. They agreed to lower the ask for the Carlisle project to \$100,000, considering the proportion of the assessment. The team also discussed the possibility of applying for grants to offset the cost to the Carlisle taxpayer. They decided to confirm with legal counsel whether the CPC money is separate from the town's assessment. The team also discussed the design of the Amenities Building, with a focus on keeping it simple to minimize costs. They planned to meet with Gail Dowd to discuss the design further. Lastly, they discussed the need for a simple building design to avoid triggering unnecessary code requirements and inspections.

CCF Play Collaboration and Donations

Dr. Hunter, Mr. Waterson, and Ms. Marano discussed the potential collaboration with CC at Play on other projects, specifically the track project. Ms. Marano agreed to have another conversation with John Boynton from CC at Play and possibly invite him to a future meeting. They also discussed the possibility of accepting a donation from CC at Play for the Building project. The team agreed to focus more on the track project after the next meeting, when they submit their application.

IV. Action Items

A. Vote to Approve Committee Charge. Ms. Marano made a motion to approve the campus completion charge as amended, which was seconded by Ms. Anderson and approved by roll call: Marano, aye; Anderson, aye; Waterson, aye.

V. Adjournment.

The meeting adjourned at 9:11 am.

Approved: February 10, 2025