

## AGENDA

Project: Manchester Memorial Elementary School  
Subject: School Building Committee Meeting  
Location: Manchester MS/HS – Library  
Distribution: Attendees, Project File

Project No: MP17-114  
Meeting Date: 11/28/2017  
Time: 7:00 PM  
Prepared By: C.Shefferman



- 
1. Call to Order
  2. Previous Topics & Approval of November 14, 2017 Meeting Minutes
    - 7.11 Site: Swing Space Availability (P. Beaudoin)
    - 8.8 Choose date for tour; Contact schools schedule tour (P. Beaudoin/JCJ/DWMP)
    - 9.3 Revised Samiotes Proposal (JCJ)
    - 13.9.2 MEP WG Schedule Meeting (MEP WG)
  3. Invoices and Commitments for Approval (DWMP)
  4. Working Group Update (DWMP)
  5. Budget Update (ALL)
  6. Schedule/Look Ahead (ALL)
  7. Design Update (JCJ)
  8. Next Meeting(s)
  9. Other Topics Not Reasonably Anticipated 48 hours prior to Meeting
  10. Public Comments
  11. Adjourn

PROJECT MANAGERS  
ARCHITECTS

Newburyport, MA 01950  
260 Merrimac Street Bldg 7  
978.499.2999 ph  
978.499.2944 fax

[www.doreandwhittier.com](http://www.doreandwhittier.com)