

AGENDA



MANAGEMENT
PARTNERS, LLC

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: 09/12/2017
Time: 7:00 PM
Prepared By: C.Shefferman

-
1. Call to Order
 2. Previous Topics & Approval of August 29, 2017 Meeting Minutes
 - 5.7.1 Organize Abutters List (P. Beaudoin/A. Urbas)
 - 7.4.1 Ed. Program WG: Visioning Meeting Attendees (DWMP: C. Shefferman)
 - 7.4.5 Communications WG: Meet/Coord to Discuss (C. Shefferman/A. Cammeron)
 - 7.5 Budget/Contract: Respond/provide updated Survey proposal (JCJ)
 - 7.9.1 Project Update: Issue draft agenda for first community meeting (JCJ)
 - 7.9.1 Project Update: Determine second community meeting dated (SBC)
 - 7.10.2 Ed. Planning: Determine if student services spaces are in project (SBC)
 - 7.11 Site: Review options for swing space in surrounding towns (P. Beaudoin)
 3. Invoices & Commitments for Approval
 4. Working Groups Update (DWMP)
 5. Budget Update (DWMP)
 6. Schedule/Look Ahead (DWMP/JCJ)
 7. Project Update (JCJ)
 8. Educational Planning (JCJ)
 9. Site Understanding (JCJ)
 10. Next Meeting(s)
 11. Other Topics Not Reasonably Anticipated 48 hours prior to Meeting
 12. Public Comments
 13. Adjourn

PROJECT MANAGERS
ARCHITECTS

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

www.doreandwhittier.com