HAMILTON-WENHAM
REGIONAL SCHOOL DISTRICT
5 SCHOOL STREET, WENHAM, MA 01984 · TEL. 978-468-5310

HAMILTON-WENHAM ELEMENTARY SCHOOL BUILDING COMMITTEE

MEETING MINUTES

Virtual Meeting **Monday, April 28, 2025**

Zoom Call **6:30pm**

MEMBERS PRESENT (15):

Eric Tracy (SBC)
Vincent Leone (SBC)
Peter Clay (SBC)
Rebecca Butler (SBC)
Allison Goodchild (SBC)
Carolyn Shediac (SBC)
Thomas Myers (SBC)
David Polito (SBC)
Sarah Bilello (SBC)
Jennifer Hunt (SBC)
Shane Lougee (SBC)
John McGrath (SBC)

GUESTS PRESENT:

Kevin Nigro (PMA)
Nick Masse (PMA)
Doug Roberts (JCJ)

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- **6:32 PM**
  - Open Meeting

- **6:33 PM**
  - Approve meeting minutes from March 24, 2025.
    - Thomas Myers motions to approve. Peter Clay seconds the motion.
    - Discussion: none.
    - VOTE: 11 yes, 0 no, 0 abstain, 4 not present
  - Approve invoices for PMA Consultants and JCJ Architecture for the month of March 2025, and invoice for JCJ Architecture for the month of April 2025 (final invoice).
    - Thomas Myers motions to approve. Jennifer Hunt seconds the motion.
    - Discussion: none.
    - VOTE: 11 yes, 0 no, 0 abstain, 4 not present

- **6:36 PM**
  - Budget Update
    - PMA noted that the design team is now 100% billed through the month of April, but that JCJ Architecture is willing to continue to finish the charge for the District however they may need.
    - PMA is holding some fee back for efforts in the month of May to make the final ties with the MSBA.
    - PMA noted that the District has approximately $60,000 remaining in the budget of the originally allocated $1,250,000. ET noted that it is also shown the $515k that has been received in reimbursement from the MSBA thus far with more coming.
    - PMA noted that MSBA ProPay Reimbursement Submission #9 is pending it's approval, and ProPay Reimbursement Submission #10 was submitted today to the MSBA for approval.

- **6:39 PM**
  - Future Direction of Project
    - ET spoke about the Hamilton & Wenham Town Meeting results and noted that it was a good voter turnout. ET notes that the Chairwoman of the School Committee has sent a request to the Select Boards of Hamilton and Wenham to put the project back on the warrant for the Town Meetings in June.
    - ET noted that this could be the final meeting of the project.
    - Motion to allow the Chairman to approve this meeting's minutes and final invoice of PMA Consultants, if this committee does not move forward after this meeting.
      - Thomas Myers motions. Peter Clay seconds the motion.
      - Discussion: none.
      - VOTE: 11 yes, 0 no, 0 abstain, 4 not present

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- **6:47 PM**
  - Items Unanticipated by the Chair
    - ET thanked this committee for their efforts and how great the outreach to the community was and hope these efforts can continue in the future.
    - ET thanked JCJ Architecture and PMA Consultants for their work and guidance.
    - JM made kind comments to the committee and noted that it should be proud of the work we did.

- **6:51 PM**
  - Vote to Adjourn
    - Allison Goodchild motions to adjourn. Thomas Myers seconds the motion.
    - VOTE: 11 yes, 0 no, 0 abstain, 4 not present

HEREBY APPROVED BY THE CHAIRMAN:

Eric Tracy

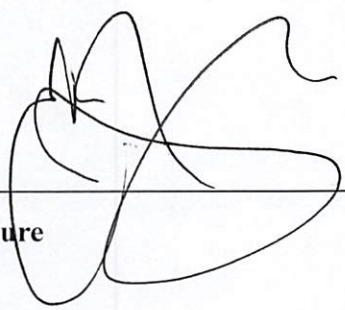
Name (print)

Superintendent

Title

4/29/25

Date



Signature