



Spencer-East Brookfield Regional School District

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Paul S. Haughey, Ed.D.
Superintendent of Schools

School Building Committee Meeting Minutes June 20, 2019

School Building Committee Members present: Paul Haughey, Elizabeth York, Mary Braney, Wendy Berthiaume, Donnie Berthiaume, Mark Carpentier, David Joyce, Robert Parsons, Anne Gobi, Eric Hevy, Jason Monette, and Mike Ethier

Others present: Steve Hemman and Jay Barry

I. Call to Order and Introductions

The meeting was called to order at 6:02 p.m. Introductions were made.

Mr. Hemman from the Massachusetts Association of Regional Schools (MARS) reviewed the agenda format and noted that the approved minutes section is important because there may be times where the Committee needs to forward the approved minutes to the MSBA.

II. Approve Minutes

No minutes to approve at this time.

III. Approve bills and orders

Nothing to approve at this time.

IV. Report from OPM

No report at this time.

V. Report from Architects

No report at this time.

VI. Old Business

No old business at this time.

VII. New Business

Review School Building Committee Membership – Mr. Hemman stated the Building Committee needed to designate who will be voting members.

Motion to move that the Building Committee vote to designate Superintendent Haughey as the Vice Chair of the Building Committee was made by Mr. Monette and seconded by Ms. Gobi. All Members present approved.

Motion to move that the Building Committee vote to designate Melissa Farrow as the recording secretary of the Building Committee was made by Mr. Monette and seconded by Ms. Gobi. All Members present approved.

Discussion ensued to determine the voting members of the Building Committee.

Dr. Haughey recommended designating the Police and Fire of both communities as ex-officio.

Ms. York stated she intends to attend every meeting. Ms. Braney voiced her opinion that Ms. York should be a voting member.

Mr. Monette stated his opinion that there should be seven to nine voting members of the Building Committee. Mr. Hemman stated nine members would be good.

Motion to move that the following Building Committee Members be voting members was made by Mr. Monette and seconded by Mr. Carpentier. All Members approved.

*Gary Suter
Paul Haughey
Jason Monette
Mike Ethier
Heather Messier
Mark Carpentier
Mary Braney
David Joyce
Donnie Berthiaume
Wendy Berthiaume
Anne Gobi*

Review MSBA process – Mr. Hemman reviewed the MSBA process with Building Committee Members. He stated that MSBA pays for commissioning of a building when the renovation or re-build is complete.

Review Eligibility Period and schedule of deliverables – Mr. Hemman reviewed the Modules Overview handout and the Schedule of Deliverables timeline with the Building Committee.

Discuss MSBA Kick Off conference call – July 17th @ 9:30 a.m. conference call with Ms. Allison Jones, MSBA Project Coordinator to review the process for completing enrollment questionnaires, maintenance plans, educational profile questionnaire, and the feasibility study vote bulletin for regional school districts.

Discuss submission of documents to MSBA – Mr. Hemman informed Building Committee Members of the need to ensure every document submitted by the Committee needs to have a formal vote.

VIII. Other Business to come before the Building Committee

Upcoming meetings – Mr. Hemman stated as the project ramps up, there may be a need for one or two meetings a month. He also stated there may be some working groups needed at times involving the athletic director, principal, department heads of the towns, etc. These meetings will be posted as subcommittees with no votes made at these meetings.

Mr. Ethier commented that based upon School Committee and Administration conversations, a renovation would be good. Boilers at David Prouty High School were just installed seven months ago.

Mr. Barry stated that when the Committee is at the point of signing contracts, the District will need its own attorney to review the documents.

Mr. Hemman stated Chapter 74 will have a major impact on the square footage of the MSBA project. The MSBA offers three options: addition, renovation, or base repair. He also discussed different options for keeping the gym and auditorium. Mr. Barry stated that there were a couple of samples of the educational planning document to the MSBA website.

IX. Next meeting date

The next meeting date will be Thursday, August 22nd at 6:00 p.m. in the Innovation Lab at the high school.

X. Executive Session

No executive session at this meeting.

XI. Adjourn

Motion to adjourn at 7:08 p.m. was made by Mr. Carpentier and seconded by Mr. Monette. All Members approved.

Respectfully submitted by: Melissa Farrow