

**Town of Millbury  
R.E. Shaw School Feasibility Committee  
Regular Session Meeting - 3  
Minutes**

2018 MAY 24 AM 9:31

**Date:** October 4, 2017

**Present:** Mr. Bernie Plante, Chairperson, Mrs. Jennifer Nietupski, Vice Chairperson  
Mrs. Kristin Boulanger, Mr. Stephen Decatur, Mrs. Rachel Decatur, Mr. Scott Despres  
Mr. Paul Halacy, Mr. Kevin Kuphal, Mr. Michael O'Connor, Mr. Andrew Tuccio, Mr. Paul  
Halacy, Mrs. Miriam Friedman, Principal, Ms. Kate Ryan, Director of Pupil Services, Mr.  
Rick Bedard, Business Manager, Mr. Greg Myers, Superintendent

**Absent:** Mr. Dave Marciello, Town Manager, Mr. Robert Pine, Mr. Michael Tarka, Mrs. Susan  
Teixeira, Mr. Stephen Wiltshire

**Time:** 7:00 pm

**Location:** High School Media Center

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**1. Call to Order**

Mr. Plante brought the meeting to order at 7:08pm.

**2. Approval of Minutes**

Mr. Plante asked for a motion to approve the minutes from the June 21, 2017 meeting.

Correction needed: Mr. Halacy should not be marked present. Mr. Bernard made a motion to approve the minutes from June 21, 2017 and it was seconded by Mr. Decatur. All approved (15-0).

**3. Old Business**

Mr. Myers stated that Patrick Halm has resigned from the committee due to health reasons.

**a. Progress Report**

Mr. Myers updated the Committee on progress to date by reviewing the Module 1 Eligibility Timeline and noted that the committee is well ahead of schedule and is in a position to move ahead more aggressively. The Shaw School project is on the next MSBA board meeting agenda, scheduled for October 25, 2017.

Mr. Myer recommended that the Committee move forward in seeking an Owner's Project Manager immediately following the MSBA meeting and proposed creating an OPM Selection Committee. Interested Committee members should contact Mr. Plante, Chairperson.

**b. Maintenance and Capital Planning Report**

Mr. Bedard reviewed the MSBA Maintenance and Capital Planning Record and provided clarification. This report was submitted to MSBA by the August 28, 2017 deadline. Mr. Halacy reviewed the facility cost index, which will be completed during the feasibility stage.

Mr. O'Connor noted that the report's Capital Budget history does not include certain debt exclusions that have impacted the schools in the past. Mr. Bedard stated he will look into this matter and report back to the Committee.

**4. New Business**

**a. Enrollment Projection and Agreement**

Mr. Myers reviewed the Enrollment Certification. This document reflects a slight drop in enrollment. Mr. Myers provided MSBA with evidence of additional building permits in an effort to increase the enrollment estimate. However, in reviewing the history of building permits with Mrs. Connor, Town Planner, he discovered that many of these projects had been in the works for years but had been delayed due to the economic downturn in 2009. Mrs. Connor, who does not anticipate such an aggressive rate of growth in the near future, did not dispute the MSBA's enrollment estimates.

The Enrollment Certificate is signed by: Mr. Francis King, Selectman, Mrs. Jennifer Nietupski, School Committee Chairperson, and Mr. Gregory Myers, Superintendent.

**b. Feasibility Budget**

Mr. Bedard stated that the budget has been approved for \$550,000 which was based on similar recent projects.

**c. MSBA Board of Directors Meeting (October 25, 2017)**

Mr. Myers stated that this meeting will provide a review of the required documentation and provide a comprehensive overview of Module 2: Feasibility.

**5. Future meeting Dates**

Next Meeting: November 1, 2017 MHS Media Center 7:00pm

**6. Public Comment** – There was no public comment at this meeting.

**7. Adjournment** – Mrs. Friedman made a motion to adjourn the meeting at 7:40 pm, seconded by Mrs. Boulanger.

Respectfully submitted,

*Donna Freitas*

Donna Freitas

Executive Assistant to the Superintendent

Approved:

*Miriam Friedman*

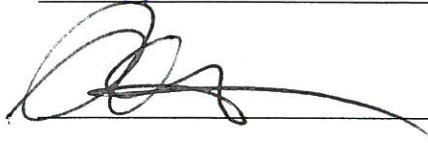
*Art B...*

Mark J. Allen

John B. Mitchell

Spencer Meyer

Paul Hagan



David

Therrell

R. Bedard

**Attached:**

Agenda – November 1, 2017 Meeting

Minutes from October 4, 2017

**Last email attachment for October 4<sup>th</sup> Meeting:**

MSBA Maintenance and Capitol Planning Record

MSBA Enrollment Certificate