

**FOX HILL SCHOOL BUILDING COMMITTEE
MEETING MINUTES**

DATE: Wednesday, June 15, 2022
TIME: 7:00 pm
LOCATION: 123 Cambridge Street, Burlington, MA 01803
Administrative Offices, School Committee Room

ATTENDEES

VOTING MEMBER(S) PRESENT: Director of Operations Mr. Bob Cunha, School Building Committee Vice Chair Mrs. Katherine Bond, School Committee Vice Chair Mr. Carl Foss (arrived at 7:51 pm), School Committee Member Ms. Martha Simon

VOTING MEMBER(S) REMOTE: Superintendent Dr. Eric Conti, School Committee Member Mrs. Christine Monaco, Fox Hill Principal Mr. David Rosenblatt, Business Manager Ms. Nichole Coscia, Director of Technology Integration Mr. Dennis Villano

VOTING MEMBER(S) ABSENT: School Building Committee Chair Melissa Massardo, Town Accountant Mr. John Danizio, Town Manager Mr. Paul Sagarino

NON-VOTING MEMBER(S) PRESENT: Ways & Means Committee Member Mr. Roger Riggs, Fox Hill Parent Mrs. Jennifer Priest, Fox Hill Parent Mr. Edward Parsons, Fox Hill Community Member Mr. George Papayannis

NON-VOTING MEMBER(S) REMOTE: Fox Hill Grade 4 Teacher Mrs. Tara Carroll

NON-VOTING MEMBER(S) ABSENT: Fox Hill Special Education Teacher Mrs. Audrey Boeri

INTRODUCTION

School Building Committee Vice Chair Bond called the meeting to order at 7:00 and read the following statement: The public can also access this meeting via WebEx Technology. The Fox Hill School Building Committee will hear public comment in person and virtually. WebEx Meeting Number: 2334 715 3176 | Password: Burlington

PUBLIC PARTICIPATION - None.

NEWS & UPDATES

- Members discussed and decided on the next meeting date as Thursday, June 23rd.

REVIEW OPM RFS (Owner's Project Manager / Request for Services)

Mr. Cunha distributed a first draft of the OPM RFS¹ from committee member feedback. Mrs. Bond led the discussion and members reviewed the 22 page document. Members agreed that, for the most part, all the changes noted in red were a good start to the draft.

- Corrections will be made to typos.
- Members will submit alternative text suggestions to Mr. Cunha for the Background content on page 2 as well as for the Project Description (objectives and scope of services) on pages 3-4.
- Members agreed that the district Equity Statement should be included in the OPM RFS.
- Members discussed at length the Selection Process and Selection Schedule on pages 7-8.
- Ms. Coscia will provide more information on the OPM selection process via the formation of a OPM Selection Subcommittee referenced on page 7.
- Members will discuss the OPM Selection Subcommittee at the next meeting.

ADJOURNMENT

Motion was made by Ms. Simon to adjourn at 9:15 pm; seconded by Mr. Foss. Mrs. Monaco - aye, Ms. Simon - aye, Mr. Foss - aye, Dr. Conti - aye, Ms. Coscia - aye, Mr. Cunha - aye, Mr. Rosenblatt - aye, Mr. Villano - aye, Mrs. Bond - aye. Motion Carried 9-0-0 by Roll Call Vote.

SUBMITTED

Respectfully,

Kristen Downie
Recording Secretary

Date Submitted: 6/23/22
Date Approved: 6/23/22

¹ OPM RFS First Draft from SBC Member Feedback