Carver School Building Committee

Monday, April 21, 2014

Minutes of Meeting

1. Members Present: Dan Ryan, Patrick Meagher, Liz Sorrell, John Cotter, Heather Sepulveda, Sarah Stearns, Barry Struski, Richard Ward, Ruby Maestas, Michael Milanoski, and James O’Brien. Members Absent: Dave Siedentopf and Jon Delli Priscoli (cam in late, but was present). Others present: Andrew Soliwoda and Jim Donovan.
2. Meeting called to order at 6:35 pm.
3. Introductions were made by all members of the committee. Brief personal history of each member was made.
4. Mr. Meagher discussed the Open Meeting Law, meeting minutes, expectations of members, posting requirements etc. The most updated Open Meeting Law was distributed to all members. Please place under tab 12 in your binder. Michael Milanoski discussed deliberation. It should be an open and transparent process. Be cautious. The question of remote participation was brought up. Liz was asked if this would be made available. She noted that the committee should decide. It can be done in this building now. Just need advance notification. Mr. Milanoski encourages remote participation. Liz added that you do need to be present at some point. Barry agreed as well. John Cotter made a motion, Dan Ryan second the motion to have remote participation. All in favor, unanimous. Please notify Liz and the chairman at least 48 hours in advance for preparation.
5. Organization: Liz discussed each of the roles of the committee. Chairperson usually makes the agenda. The chairperson also communicates to Liz and Kelly so that the agenda can be sent to members. Chairperson also serves as a voice for meetings. Vice Chair steps up to role of Chair if he/she cannot be present. Chairperson will need flexibility, to attend MSBA meetings, etc. Mr. Milanoski added that the Chairperson is going to have to bring all of the community together. Mr. Ward thinks of Liz and Michael as advisors. Need a neutral person as the chairperson. Mr. Ward nominates Barry Struski as Chairperson of the SBC. John Cotter seconds the motion. Mr. Struski abstained from the vote. Unanimous. Mr. Struski was voted Chairperson. He thanked everyone for their support. Vice chairperson is now needed. Mr. Ward nominates Sarah Stearns as vice chairperson. Second by James O’Brien. Ms. Stearns abstained from vote. Unanimous. Sarah Stearns voted Vice chairperson.
6. Goals and Objectives of the Committee:
	1. Building a School.
	2. Mr. Ward, are there any set goals/objectives from before?
	3. Liz replied that all guidelines are set by MSBA. Modules 1-5 are in the binder.
	4. Module 1 – Eligibility – we are here. All documents have been turned in. MSBA meets every month. September should be our goal to get information in.
	5. Michael Milanoski - Campaign to citizens of Carver…the school needs to be built. Put together some type of communications committee to really take this into a different level. Great job before but some misinformation. He believes success will occur this time. We should strive to have unanimous votes. Deliberation is the key here. Liz mentioned that once something becomes a ballot question, then we cannot spend any resources. Communications committee is a great idea to get out the solid message. Heather Sepulveda discussed the communications piece. She would like to take on the role to get the information out to the town. Mr. Milanoski mentioned it needs to be very defined…newsletters, etc. Questions and answers….pure facts. We need to keep this complicated issue concise. Information needs to get out. How do we get information out legally? Cannot use public resources. Newsletters?? Electronic or hard copy? Cannot be sent home with students. Liz - There can be a PAC (political action committee). Building Committee Fact Sheet, not a newsletter. Can’t use school copiers, school computers. Liz said it can be posted on website and sent electronically until it becomes a ballot question. Heather talked about social media and how it should be used. This will help all get information. Mr. Ryan talked about the previous committee…we had forums that no one showed up to. Same 25 people showed up for other forums. People are busy….they couldn’t get to these meetings. The most successful thing that occurred was right after the Newtown, CT incident. There were over 300 people there at that forum. Social media is the best way to get information out. We need to get everyone involved….Facebook is great but we need all the others to get on board with this. We need to educate others as to why this is needed. Barry Struski mentioned how the residents of South Meadow Village would like to be included. Hard copy way is the way to notify others. Bring these fact sheets to South Meadow Village. Flyers at Town Hall, library. PAC group still exists and there is still $900 in their kitty.
	6. 7:15 – Jon Delli Priscoli arrives. Mr. Delli Priscoli was welcomed by the committee. He discussed his background of construction. He owns Edaville.
	7. Door to door is the way to go…face to face is going to make the biggest difference. Mr. Milanoski discussed adding information to tax bills. We need to get information out. He will look into this with Town Counsel and the Office of Campaign and Political Finance.
	8. Mr. Ward mentioned that communication is vitally important. We have to work hard and represent both sides.

Should all public comments come from the chairperson? Mr. Milanoski asked.

Agenda - should public comments be added to agenda?

Mr. Milanoski stated that this will need to be managed very carefully. Three minute limit.

Mr. Struski talked about radio station in Marshfield (WATD) and this would be a great way to communicate with residents.

V. Identify next steps and tasks

Before next meeting, if every member could read through the Collins Report. Our first fact sheet should be based on the needs. That may be the topic to start off with. Then, start to build on next components.

Liz…MSBA needs items. They encourage us to study and decide what steps need to be taken in regards to OPM (Owner’s Project Manager) and designer. They allow us to use the same one. Or do we want to go through another procurement process? OPM, designer and MSBA will cost it out.

Mr. Milanoski talked about the next meeting: explore pros and cons of using the same OPM and designer from last time.

Amount is what we really need help with. $100,000 is remaining from the original schematic design. MSBA reimbursed feasibility..they won’t reimburse another one. We need to come up with figure of the amount we need to request. In 2009, the town paid for a lot of work to be done. This is available to anyone who needs it…contractors, etc. Liz…feasibility and schematic…need a total combined amount approved. We have not done feasibility on a new building. Before we can get into the Capital Pipeline, we need the amount approved. This needs to be done at Town Meeting.

Dick Ward…Collins Report..three different locations. This will be a lengthy discussion.

We definitely need to meet every two weeks for now.

Next Meeting Date: Monday, May 5, 2014 at 7:00 pm.

Liz discussed the Doodle site…could everyone please respond as to if you can attend those meetings. If you need babysitting, please email Kelly.

Format for fact sheet……discussion with Office of Campaign and Finance first.

1st one=condition of buildings.

Discussion from Mr. O’Brien regarding video that was made a few years ago. It’s on u-tube. It could be edited.

It was mentioned that the set up for this meeting is great. We can add extra chairs for public.

Motion to adjourn meeting at 7:44 pm made by Mr. Ward, second by Mr. Cotter. Unanimous.

Meeting adjourned at 7:44 pm.

Respectfully submitted,

Kelly Yenulevich

Recording Secretary for Carver School Building Committee

Approved: 5/5/14