



## Town of Swampscott, Hadley Elementary School

### *Swampscott School Building Committee Meeting #2*

Date & Time: 8:00AM on May 16, 2013  
Location: Swampscott Middle School

#### *Attended*

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| <b>Swampscott School Building Committee (SSBC):</b> | Kenneth Ardon, Finance Committee (KA)<br>Garrett Baker, Member MCPPO Certified (GB)<br>Laurier Beaupre, Ex Officio (LB)<br>Lynne Celli, Superintendent of Schools (LC)<br>Joseph Crimmins, SSBC Chair (JC)<br>Edward Cronin, SPS Business Manager (EC)<br>Barry Greenfield, Board of Selectmen (BG)<br>Nancy Hanlon, Teacher Swampscott Schools (NH)<br>Carin Marshall, School Committee (CM)<br>Glenn Paster, Comm. & Marketing Professional (GP)<br>Sandra Rivers, Principal, Hadley Elementary School (SR)<br>Niles Tooher, Electrical and Energy Engineer (NT)<br>Thomas Younger, Exec. Officer and Administrator (TY) |
| <b>collaborative partners (CP):</b>                 | Joseph Naughton (JN)<br>Paul Kalous (PK)<br>Inger Hamre-Foley (IF)   |

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The purpose of the meeting is to move the Hadley Elementary School Project forward.

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#### ***Opening Remarks***

JC opened the meeting by introducing collaborative partners to the committee members and turned it over to CP.

#### ***Project Items***

CP distributed a draft project directory and requested that any changes and/or additions be written on the sheet. PK stated that the briefing session with the Designers will take place today at 10:00AM at the Hadley Elementary School, and the proposals are due on May 29, 2013. A list of the companies who have requested the RFS for Designer to date was distributed.

The MSBA Designer Selection Panel (DSP) will consist of three members from Town of Swampscott. The SSBC chose to have Lynne Celli, Niles Tooher and Glenn Paster represent the SSBC at the MSBA DSP meeting on June 25, 2013.

#### ***Project Charter***

CP facilitated a Project Charter by asking each member for their view of what Project Success means to them. The draft Project Charter will be reviewed at the next SSBC meeting.

The meeting minutes from April 29, 2013 were approved.

#### ***Next Meeting:***

The next School Building Committee meeting will be held on June 18, 2013 at 8:00AM.

*These notes will become part of the project record as written, unless corrections or additions are received in writing by collaborative partners within 6 days of distribution.*