

**Canton School Building Committee
March 15, 2023 (Via Zoom)
Minutes**

1. **Call to Order:** Superintendent Folan called the Wednesday, March 15, 2023 Canton School Building Committee to order at 6:03 pm and asked for roll call for attendance purposes.

Attendees:

Derek Folan
Stephen Marshall
Bob McCarthy
Tina Perez
Jonathan Mulhern
Sarah Shannon
Randy Scollins (left the meeting at 6:58pm)
Tom Keleher
Charles Doody
Lou Tarmy
Kristian Merenda
Louis Tarmy
John Connolly
Brian Lynch
Andrea Stuart
Andrea Tom

Absent:

Bob Benedetti
Brian Lynch
Mike Loughran

2. **Vote to approve: Minutes of February 15, 2023:** Hearing no requests for further review of the 2/15/23 minutes, Mr. Folan called for a motion to approve the minutes of Wednesday, February 15, 2023 as written and presented. Mr. McCarthy made the motion; Mr. Scollins seconded. Roll call vote was unanimous at 7-0 and recorded as follows:

Stephen Marshall	yea
John Connolly	yea
Kristian Merenda	yea
Bob McCarthy	yea
Randy Scollins	yea
Charlie Doody	yea
Derek Folan	yea

2. LeftField introductions: On behalf of the School Building Committee (SBC), Mr. Folan welcomed LeftField, the recently selected OPM for the GMS building project. Members of the LeftField Team introduced themselves, each giving a brief description of their experience and role in the GMS project. Of particular note were Mr. Jim Rogers, Principal Lead; Jen Carlson, Liaison to CPS; Linda Liporto, Senior Project Manager; Adele Sands, Educational Liaison; and Lynn Stapleton, Team Advisor. Members of the SBC introduced themselves as well.

3. Review/Vote on Designer Selection Request for Services (RFS): The LeftField team provided a presentation including steps in the MSBA process, conceptual project and feasibility budgets, and the next step, the Designer Selection Process, including composition and governance of the Designer Selection Panel (DSP). Selection criteria as well as guidelines for awarding the contract within a condensed timeline were discussed. Due dates of particular concern to the committee were also examined. Mr. Rogers asked for a vote to approve the draft RFS as written, assuring the group that he and his team will work to coordinate dates that are within the MSBA timeline and convenient for members of the SBC. With that, Mr. Folan asked for a motion for approval of the draft Designer Selection Request for Services (RFS) as written and presented. Mr. McCarthy made the motion; Mr Doody seconded. A roll call vote was unanimous at 7-0 and recorded as follows:

Stephen Marshall	yea
John Connolly	yea
Kristian Merenda	yea
Bob McCarthy	yea
Randy Scollins	yea
Charlie Doody	yea
Derek Folan	yea

A discussion followed regarding the selection of the three (3) town representatives to the Designer Selection Panel. Prerequisites include a representative from the Canton School Committee or their designee, the Superintendent of Schools or their designee, and the CEO of Canton or their designee. School Committee Chair, Kristian Merenda, Superintendent Derek Folan and Mr. John Connolly, Chair of the Select Board, agreed to these appointments. Hearing no requests for further discussion, Mr. Folan asked for a motion to accept the three representatives noted above as Town Representatives to the Designer Selection Panel. Mr. Bob McCarthy made the motion; Mr Charles Doody seconded. A roll call vote was unanimous at 6-0 and recorded as follows:

Stephen Marshall	yea
John Connolly	yea
Kristian Merenda	yea
Bob McCarthy	yea
Charlie Doody	yea
Derek Folan	yea

LeftField representatives and committee members reviewed due dates from the Designer Selection Process through end date projection. Committee members expressed concern over the tight schedule, and the ability to stay on schedule particularly over the summer months. Ms. Carlson estimated that, once funding is established, end date projections can be estimated for about 30 months (6 more months of design and 24 months for construction). Ms. Carlson offered to send a projected end date to the committee.

Committee members inquired about how LeftField will manage the community engagement piece. Mr. Rogers indicated that the LeftField team is working on a website that will include all documents to date, deliverables, educational vision including all communications between the educational team, meeting dates, agendas and minutes. They also expect to hold public forums.

4. Schedule upcoming meeting: Hearing no requests for further discussion or questions, Mr. Folan proposed the next meeting in the established cadence of once a month. Mr. Rogers suggested this meeting be postponed until the Designer is on board to allow this designee time to put together a substantial project plan. After discussion, all agreed to consider a meeting in April to brainstorm before final designer selection. Members were asked to hold **Wednesday, April 26th at 6pm** in the Rodman Building as a tentative date for the next meeting of the SBC. Mr. Folan asked LeftField representatives to keep him in the loop for all administrative concerns.

Adjournment: With no further agenda items or questions from the committee, Superintendent Folan asked for a motion to adjourn the Wednesday, March 15, 2023 Canton Building Committee meeting at 7:19 pm. Bob McCarthy made the motion; Kristian Merenda seconded. A roll call vote was unanimous at 6-0 and recorded as follows:

Stephen Marshall	yea
John Connolly	yea
Kristian Merenda	yea
Bob McCarthy	yea
Charlie Doody	yea
Derek Folan	yea