

1. Meeting Materials

Documents:

MINUTES_FROM_2-4-22.PDF.PDF
MINUTES_FROM_2-9-22_
_JOINT_MEETING_WITH_SCHOOL_COMMITTEE.PDF.PDF
MINUTES_FROM_2-9-22_PRE_SCHOOL_MEETING_MEETING.PDF.PDF
2022.02.28_CAPITAL_PLANNING_CMTE-
SCHOOL_RESEARCH_SUBCMTE_AGENDA.PDF.PDF

**Town of Southborough
Capital Planning Committee
School Research Subcommittee
February 4, 2022
12:30 p.m.
Remote Meeting**

MEETING MINUTES

1
2 Present: Jason Malinowski (JM), Kathy Cook(KC), Keturah Martin (KM) (voting members)
3 Greg Martineau (GM), Keith Lavoie (KL) (non voting members)
4

5 Absent: None

6 **Agenda:**

- 7
8 I. Call Meeting to Order
9 II. Approve minutes from 1/10/22 and 1/25/22
10 III. Superintendent’s Update of MSBA SOI
11 IV. Chair’s Update – Update on Town Space Needs Study
12 V. Vote on final report for February School Committee Meeting including discussion of pre-meeting
13 communications to public
14 VI. Public Comment
15 VII. Other Business
16 VIII. Adjournment

17
18 The Meeting was called to order at 12:37 p.m.

19 Jason Malinowski chaired the meeting.

20 **Item II.** Minute approval

21
22 Minutes from 1-10-22 and 1-25-22 (as edited) were approved with 3-0 roll call vote. JM made
23 motion to approve and KM seconded.
24

25 **Item III.** Superintendent’s MSBA SOI Update

26
27 Superintendent Martineau informed the committee that we had not heard from the MSBA
28 regarding the Neary SOI submitted last year. We expect to receive decision from the MSBA no
29 later than their 3/3 meeting. Committee discussed various options of going forward with and
30 without MSBA. It appears we will not have MSBA decision when we present our report to full
31 School Committee on 2/9.
32

33 **Item IV.** Chair Update on Town Space Needs Study

34
35 JM updated us on feedback received after public presentation of the Town Space Needs Study.
36 Feedback has been received from individuals as committees have not been able to meet to
37 formulate a committee response. JM stated that he believes that some of the issues raised after

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38 the Study was presented are being discussed with certain affected departments in a
39 constructive manner.
40

41 **Item V.** Report to School Committee

42
43 The remainder of the meeting was spent discussing the slides to be used in our report to the
44 School Committee on 2/9. Discussion included (1) how to incorporate financial/MSBA
45 discussion and (2) assignment of speaking roles. Various edits and reordering of slides were
46 agreed to. Committee agreed that emphasis needs to be made at the 2/9 meeting on next step
47 which is formulating a new ad-hoc building committee. GM confirmed that the charge for that
48 new committee was on the agenda for 2/9 to be discussed and hopefully approved. Committee
49 agreed that our work will be complete after the 2/9 presentation to the School Committee.
50

51 The Committee proposed various edits to the draft KC memo on the pros and cons of the MSBA
52 program. All edits were accepted by the Committee. JM moved to accept the edited MSBA
53 memo drafted by KC and to submit it to the full School Committee. KM seconded the motion.
54 Roll call vote – 3-0.
55

56 **Item VI.** Public Comment

57
58 None
59

60 **Item VII.** Other Business

61
62 None
63

64 **Item VIII.** Adjournment

65
66 Mr. Malinowski moved to adjourn; Ms. Martin seconded the motion; roll call vote 3-0 for
67 approval.
68

69 Meeting was adjourned at 2:19 PM.

70 * * *

71 Minutes prepared by Kathy Cook

72 Documents discussed/referenced at the meeting: (1) Draft report of subcommittee to the School
73 Committee ; (2) MSBA memo discussing pros and cons of participating in the MSBA process

**Town of Southborough
Capital Planning Committee
School Research Subcommittee
Joint Meeting with Southborough K-8 School Committee
February 9, 2022
6:30 p.m.
Remote Meeting**

MEETING MINUTES

1
2 Present: Jason Malinowski (JM), Kathy Cook(KC), Keturah Martin (KM) (voting members)
3 Greg Martineau (GM), Keith Lavoie (KL) (non voting members)
4

5 Absent: None

6 **This was a joint meeting held with the Southborough K-8 School Committee for the purpose of**
7 **presenting our subcommittee’s final report on its work to determine the feasibility of consolidating**
8 **the Pre K-8 school population into three schools from the current four school configuration and next**
9 **steps related to school and town capital needs.**

10 **Agenda:**

- 11
12 I. Call Meeting to Order
13 II. Joint Meeting with Southborough School Committee to present final report
14 III. Other business that may properly come before the Committee
15 IV. Adjournment
16

17 The Meeting was called to order at 6:34 p.m.

18 Jason Malinowski chaired the meeting.

19 **Item II.** Subcommittee presented its report to the full Southborough K-8 School Committee. All
20 five members of the Subcommittee presented a portion of the report. After the presentation
21 questions were taken from the five school committee members and from the attending public
22 audience.
23

24 After the presentation and questions, Superintendent Martineau presented a draft charge to
25 the K-8 School Committee to establish the ad-hoc Neary School Building Committee. The draft
26 charge was approved by the full School Committee.
27

28 **Item III.** Other business properly brought forth.

29
30 None.

31
32 Mr. Malinowski moved to adjourn; Ms. Martin seconded the motion; roll call vote 3-0 for
33 approval.
34

35 Meeting was adjourned at 7:54 PM.

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36

* * *

37 Minutes prepared by Kathy Cook

38 Documents discussed/referenced at the meeting: (1) Final report of subcommittee to the School
39 Committee ; (2) Draft charge establishing the ad-hoc Neary School Building Committee

**Town of Southborough
Capital Planning Committee
School Research Subcommittee
February 9, 2022
12:30 p.m.
Remote Meeting**

MEETING MINUTES

1
2 Present: Jason Malinowski (JM), Kathy Cook(KC), Keturah Martin (KM) (voting members)
3 Greg Martineau (GM), and Keith Lavoie (KL) (non voting members)
4

5 Absent: None
6

7 **Agenda:**
8

- 9 I. Call Meeting to Order
- 10 II. Preparation for presentation to School Committee on final report.
- 11 III. Other business that may properly come before the Committee.
- 12 IV. Adjournment
13

14 The Meeting was called to order at 12:33 p.m.

15 Jason Malinowski chaired the meeting.

- 16 1. Item II – Presentation to School Committee final report

17 Subcommittee tweaked the presentation of its report to the Southborough K-8 School
18 Committee that it was presenting later in the day to the K-8 School Committee. The draft report
19 (as written prior to this meeting) and the final report presented at 6:30 later that day are
20 attached which reflects the minor tweaks made at this meeting. Speaker roles at the evening's
21 School Committee meeting were clarified.

22 Vote taken to approve the final report. KC moved to accept the report with the changes
23 discussed at the meeting. KM seconded. Roll call vote – 3-0 approval.

- 24 2. Item III – Other business properly brought forth

25 None

- 26 3. Adjournment
27

28 Mr. Malinowski moved to adjourn. Ms. Martin seconded the motion. Roll call vote 3-0 for
29 approval. Meeting was adjourned at 12:50.
30

31 * * *

32 Minutes prepared by Kathy Cook

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- 33 Documents discussed/referenced at the meeting: (1) Final report to the School Committee – final copy
- 34 attached (2) Draft report to the School Committee as written prior to the start of this meeting.

Town of Southborough, Massachusetts

Capital Planning Committee – School Research Subcommittee

Monday February 28th, 2022 10:00 AM

REMOTE MEETING VIA ZOOM

May be watched or may participate in the meeting remotely with the meeting link at: <https://www.southboroughtown.com/remotemeetings>.

Pursuant to Chapter 20 of the Acts of 2021, An Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency, signed into law on June 16, 2021, this meeting will be conducted via remote participation. No in person attendance by members of the public will be permitted.

Agenda (all items may have one or more votes taken to the extent action is required):

- I. Call Meeting to Order
- II. Approval of Meeting Minutes from February 4, 2022, February 9, 2022 (2 sets), and February 28, 2022
- III. Other business that may properly come before the Committee
- IV. Adjournment

Jason W. Malinowski
Chair, Capital Planning Committee – School Research Subcommittee