

Swampscott School Building Committee
Swampscott Elementary School

MEETING MINUTES

Date: Tuesday, June 18, 2019

Time: 7:30 am

Location: Swampscott Middle School Library
207 Forest Avenue Swampscott, MA 01907

Members Present: Lytania Mackey, Scott Burke, Eric Stewart, Ilana Bebchick, Pam Angelakis, Suzanne Wright, Martha Sybert, Martha Raymond, Randall Hughes, Max Kasper, Tom Prentiss, Tim Cooper

Meeting called to order: 7:35am

Public Comment:

Sara Koch (community member/Hadley parent) - express support for new building, personal and as a member of Open Space and Rec Com; OS&RC to write letter of support, offer service/speaker to educate SBC & community; encouraged SBC to consider mature open space vs newly created open space

Approval of Minutes from April 29, 2019

Motion: Scott Burke; Second: Tom Prentiss; Approved, unanimous

Update on Owner's Project Manager selection

- Martha Sybert reviewed PPT with process to date, [OPM Update](#)
- Announced three firms chosen for consideration - **Hill, Leftfield, and NV5**
- Discussion and questions re: firms and desired qualifications and pro/con of using same firm as last SBC
- Members encouraged to review OPM RFS and forward any concerns/questions, comments to Martha Sybert
- Potential interview to be July 8, 9-12

Vote by SBC to move forward Hill International, Inc; Leftfield LLC; and NV5.

Motion: Tom Prentiss; Second: Randall Hughes; Approved, unanimous

Vote by SBC to retroactively approve the Request for Service (RFS) proposal and

advertisement of the RFS.

Motion: Eric Stewart; Second: Scott Burke; Approved, unanimous

- Next steps:
 - July 8 Interview and finalize OPM
 - July 10 Documents to MSBA to begin approval process
 - August 5 OPM Selection Review Panel at MSBA

Next Meeting

August 20, 2019

6:30pm

SMS library

Meeting Adjourned 8:08

Motion: Eric Stewart; Second: Scott Burke; Approved, unanimous

Minutes Submitted by Suzanne Wright

APPROVED August 20,2019