

1. Meeting Materials

Documents:

[2022.02.28 CAPITAL PLANNING CMTE-SCHOOL RESEARCH SUBCMTE
AGENDA \(PDF\).PDF](#)
[MINUTES FROM 2-9-22 - JOINT MEETING WITH SCHOOL COMMITTEE
\(PDF\).PDF](#)
[MINUTES FROM 2-9-22 PRE SCHOOL MEETING MEETING \(PDF\).PDF](#)
[MINUTES FROM 2-4-22 \(PDF\).PDF](#)

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

**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

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

Absent: None

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

Agenda:

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

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

Jason Malinowski chaired the meeting.

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

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

Item III. Other business properly brought forth.

None.

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

Meeting was adjourned at 7:54 PM.

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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

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

Absent: None

Agenda:

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

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

Jason Malinowski chaired the meeting.

1. Item II – Presentation to School Committee final report

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

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

2. Item III – Other business properly brought forth

None

3. Adjournment

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

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

MEETING MINUTES

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

Absent: None

Agenda:

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

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

Jason Malinowski chaired the meeting.

Item II. Minute approval

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

Item III. Superintendent's MSBA SOI Update

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

Item IV. Chair Update on Town Space Needs Study

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

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

Item V. Report to School Committee

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

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

Item VI. Public Comment

None

Item VII. Other Business

None

Item VIII. Adjournment

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

Meeting was adjourned at 2:19 PM.

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Minutes prepared by Kathy Cook

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