

Project Minutes

Project: W. Edward Balmer Elementary School Feasibility Study Project No.: 17020
 Prepared by: Joel Seeley Meeting Date: 7/31/2017
 Re: Designer Proposal Review Subcommittee Meeting Meeting No: 2
 Location: High School Media Center Time: 6:25pm
 Distribution: Designer Proposal Review Subcommittee Members, Attendees (MF)

Attendees:

PRESENT	NAME	AFFILIATION
✓	Joseph Strazzulla	Chairman, School Building Committee
✓	Melissa Walker	School Business Manager
	James Marzec	Chairman, Board of Selectmen
✓	Peter L'Hommedieu	Community Member with building design and/or construction experience
✓	Andrew Chagnon	Community Member with building design and/or construction experience
	Dr. Catherine Stickney	Superintendent of Schools
✓	Karlene Ross	Principal, W. Edward Balmer Elementary School
✓	Joel Seeley	SMMA, OPM

Item #	Action	Discussion
2.1	Record	Call to Order, 6:25 PM, meeting opened.
2.2	Record	A motion was made by A. Chagnon and seconded by K. Ross to approve the 5/15/17 Designer Proposal Review Subcommittee meeting minutes. No discussion, motion passed unanimous by those attending.
2.3	Record	A motion was made by A. Chagnon and seconded by P. L'Hommedieu to adjourn the meeting and disband the Designer Proposal Review Subcommittee. No discussion, motion passed unanimous by those attending.

Attachments: Agenda

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes

1000 Massachusetts Avenue
 Cambridge, MA 02138
 617.547.5400

www.smma.com