



NORTH MIDDLESEX REGIONAL SCHOOL DISTRICT  
ASHBY ELEMENTARY SCHOOL BUILDING COMMITTEE  
Ashby – Pepperell – Townsend, Massachusetts

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**MEETING MINUTES – May 2, 2023**  
Virtual via Zoom Meet

**PRESENT**

Chairperson	June McNeil	School Committee Member
	Lisa Martin	School Committee Member, Alternate ~ absent
	Brad Morgan	Superintendent
	Nancy Haines	District Business Manager
	Jeremy Hamond	Director of Technology ~joined at 5:03pm
	David Amari	District Facilities Director
	Dan Johnson	District Facilities Director, Alternate ~ absent
	Anne Cromwell-Gapp	Ashby Elementary School Principal
	Karen Walsh	Ashby Elementary School Staff Member ~ joined at 5:25pm
	David Nadeau	Ashby Selectboard Member ~absent
	Scott Hobart	Community Member, Ashby
	Dawn Roy	Community Member, Ashby
	Walter Hansen	Community Member, Ashby, Alternate

1. The Chairperson, June McNeil, opened the meeting at 5:02 pm and announced the Committee was meeting in a virtual setting, fully remote via teleconferencing, practicing social distancing, and in accordance with the Governor's suspension of specific open meeting laws.

<b>Roll Call:</b>			
June McNeil	Yes	Anne Cromwell-Gapp	Yes
Lisa Martin	-	Karen Walsh	-
Brad Morgan	Yes	David Nadeau	-
Nancy Haines	Yes	Scott Hobart	Yes
Jeremy Hammond	-	Dawn Roy	Yes
David Amari	Yes	Walter Hansen	Yes
Dan Johnson	-		

2. Ms. McNeil informed the Committee and attendees that the Ashby Elementary Building Committee's next meeting would be at 5:00 p.m. on May 16, 2023.
3. David Amari motioned, and Scott Hobart seconded the Committee vote to approve the AES Building Committee meeting minutes dated April 4, 2023, as presented.

<b>Roll Call:</b>			
June McNeil	Yes	Ann Cromwell-Gapp	Yes
Brad Morgan	Yes	Scott Hobart	Yes
David Amari	Yes	Dawn Roy	Yes

*Vote: The motion unanimously passed 6/0/0.*

4. Discussion of Action Items:

- Green Energy Grant – David Amari said that Jim Hubert was reaching out to his contacts for more sources (Guardian). Ecosystems is to get back to us with potential options.
- Abatement Reports/Quotes – David Amari spoke with Terracom to arrange for them to review the tunnels. They clarified that abatement in tunnels can be compartmentalized if needed.
- Stair Tread Height Adjustment – David Amari said he is expecting quotes to start coming this week.
- Gym Roof Drain Repair – David Amari is awaiting quotes.
- New Chair Lift – David Amari is hoping to find more sources to quote us. The company that currently services the lift will come out to see if it’s possible to repair. Compliance certificate is still good for a year.
- Old Wing – David Amari has reached out for quotes on boarding the windows.
- Ramp/walkway rail – David Amari will contact Ashby Building Inspector to verify that the rail is compliant.

5. Discussion of Multi-Year Plan: Ann Cromwell-Gapp stated that she and Dan Johnson collaborated and started a list of items to be addressed. The committee reviewed the list and Ann Cromwell-Gapp elaborated on details and explained the items that were added. Scott Hobart volunteered to help David Amari get rough quotes. The committee decided to add two columns (potential cost and responsible party) to be completed at following meetings. June McNeil noted the list is intended as a starting point to be added to or edited as needed throughout the planning process and that years for completion will be easier to narrow down once we have an idea of costs involved.

6. Public Comment: Vanessa Larken spoke encouraging the committee to reach out to the town about applying for a Municipal ADA Improvement Grant for potential funding for ramps and the chair lift. Brad Morgan commented that while the district does not qualify for rural grant opportunities, the town of Ashby does. School improvement grants and security grants were mentioned.

7. Other business – none

8. Next meeting – May 16, 2023 at 5:00 pm

**ADJOURNMENT**

Brad Morgan moved, and Ann Cromwell-Gapp seconded to adjourn the meeting at 6:00 p.m.

<b>Roll Call:</b>			
June McNeil	Yes	David Amari	Yes

Brad Morgan	Yes	Scott Hobart	Yes
Ann Cromwell-Gapp	Yes	Dawn Roy	Yes

*Vote: The motion unanimously passed 6/0/0.*

Documents Reviewed / Referred To:

- 2023 5/2 AESBC Agenda
- 2023 4/4 AESBC Minutes
- AES Conditions Study
- Perkins Eastman Study

Respectfully submitted,  
June McNeil

**APPROVED:** May 16, 2023