



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

---

**MEETING MINUTES – May 16, 2023**

Virtual via Zoom Meet

**PRESENT**

Chairperson	June McNeil	School Committee Member
	Lisa Martin	School Committee Member, Alternate ~ joined at 5:06, left at 5:32
	Brad Morgan	Superintendent ~ absent
	Nancy Haines	District Business Manager
	Jeremy Hamond	Director of Technology ~absent
	David Amari	District Facilities Director
	Dan Johnson	District Facilities Director, Alternate ~ absent
	Anne Cromwell-Gapp	Ashby Elementary School Principal ~ joined at 5:06
	Karen Walsh	Ashby Elementary School Staff Member
	David Nadeau	Ashby Selectboard Member
	Scott Hobart	Community Member, Ashby ~absent
	Dawn Roy	Community Member, Ashby ~absent
	Walter Hansen	Community Member, Ashby, Alternate

1. The Chairperson, June McNeil, opened the meeting at 5:04 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.

Roll Call:			
June McNeil	Yes	Anne Cromwell-Gapp	-
Lisa Martin	-	Karen Walsh	Yes
Brad Morgan	-	David Nadeau	Yes
Nancy Haines	Yes	Scott Hobart	-
Jeremy Hammond	-	Dawn Roy	-
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 30, 2023.
3. David Amari motioned, and Walter Hansen seconded the Committee vote to approve the AES Building Committee meeting minutes dated May 2, 2023, as presented.

---

OUR MISSION: North Middlesex Regional School District is dedicated to providing a comprehensive educational experience focused on students becoming contributing members of society.

Roll Call:			
June McNeil	Yes	David Nadeau	Yes
David Amari	Yes	Walter Hansen	Yes

*Vote: The motion unanimously passed 4/0/0.*

4. Discussion of Action Items:

- Green Energy Grant – David Amari said that Jim Hubert was setting up a meeting with state contacts, Rise Engineering, and some members of the AES Building Committee. More funding was released from the state, and we would need to apply by October.
- Abatement Reports/Quotes – David Amari spoke with John Turner Consulting (fka Terracom), who should be sending us a quote within the month.
- Stair Tread Height Adjustment – David Amari said he met with one contractor who did a site visit and is preparing a quote for the stairs and a quote for boarding windows. He also requested quotes from other contractors, but none have done a site visit yet.
- Gym Roof Drain Repair – David Amari is awaiting quotes.
- New Chair Lift – David Amari hopes 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 it. The compliance certificate is still good for a year.
- Old Wing – David Amari has asked for quotes on boarding the windows. The fan will be installed internally.
- Ramp/walkway rail – David Nadeau will contact Ashby Building Inspector to verify that the rail is compliant.

5. Discussion of Multi-Year Plan: The committee reviewed the list of items to address. Discussions ensued regarding air handlers and the dumpster location. David Nadeau will inquire about moving the dumpster to a different location. The AES PTC is getting a quote for the sign and intends on potentially funding that. Clearly marked handicapped parking was added to the plan. Nancy Haines suggested adding the current action items to the plan, and June McNeil said she would do that before the next meeting.

6. Public Comment: none

7. Other business – Walter Hansen inquired about the state of the boiler system while we looked into other heating options. David Amari said the concern is not so much the boiler itself but other parts of the system where he might need to access pipes for repairs which is one of the reasons we need a quote on the abatement of the tunnels. He suggested we get a second opinion on the boiler system. Walter Hansen will connect with David Amari separately on potential HVAC companies to obtain quotes from.

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

## ADJOURNMENT

David Amari moved, and Walter Hansen seconded to adjourn the meeting at 5:55 p.m.

Roll Call:			
June McNeil	Yes	David Amari	Yes
David Nadeau	Yes	Walter Hansen	Yes
Ann Cromwell-Gapp	Yes		

*Vote: The motion unanimously passed 5/0/0.*

---

### Documents Reviewed / Referred To:

- 2023 5/16 AESBC Agenda
- 2023 5/2 AESBC Minutes
- AES Conditions Study
- Perkins Eastman Study

Respectfully submitted,  
June McNeil

**APPROVED:** May 30, 2023

---