

**Town of Millbury**  
**R.E. Shaw School Feasibility Committee**  
**Special Session – Sub-committee – Selection Committee Meeting** 2018 MAY 24 AM 9: 32  
**Minutes**

**Date:** February 22, 2018

**Present:** Mr. Andrew Tuccio, Chairperson, Mrs. Jennifer Nietupski, Mrs. Rachel Decatur, Mr. Stephen Decatur Mr. Paul Halacy, Mr. Mr. Rick Bedard, Business Manager, Mr. Greg Myers, Superintendent

**Absent:** Mr. Rob Pine

**Time:** 5:00 pm

**Location:** High School Media Center

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**New Business**

Mr. Tuccio stated that the next meeting would be to review **CMS** (Construction Monitoring Services Inc.), **Colliers International**, **Hill International** and **NV5** interviews and their scores to rank the firms in order to present the Selection Committee's first choice to the Feasibility Committee. Mr. Tuccio asked if the Feasibility Meeting and the Selection Committee meeting be on the same evening. A discussion took place regarding how much time was needed to review the interviews and scoring for the top four firms. Mrs. Decatur stated that this meeting was extremely important and would not want to feel rushed because there was a Feasibility Committee meeting following the Selection Committee meeting.

The Committee agreed that each member would add their scores to the rubric document prior to the next meeting. The Committee also agreed that the Selection Committee would meet on Tuesday, February 27<sup>th</sup> at 6:00pm in the Media Center at the Millbury Jr./Sr. High School to review the interviews and scoring rubrics for each of the top four firms. The Selection Committee would send the highest ranked firm to the Feasibility Committee for approval.

A Feasibility Committee meeting has been scheduled for March 7 at 7:00pm in the Millbury Jr./Sr. High School Media Center. The Selection Committee will present the top ranked firm to the Feasibility Committee.

**Public Comment**

There was no public comment.

Mr. Halacy made a motion to adjourn the meeting seconded by Mrs. Nietupski. All approved (7-0).

**Next Meeting:** Selection Committee Meeting – February 27, 2018 at 6:00pm at the MHS Media Center  
Feasibility Committee Meeting – March 7, 2018 at 6:00pm at the MHS Media Center

Respectfully submitted,

*Donna Freitas*

Donna Freitas

Executive Assistant to the Superintendent

Approved:

Al B...

James B. McIntosh

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R. Bedard

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Agenda for Interviews

Prepared Questions

Rubric Scoring Document