

**Town of Millbury**  
**R.E. Shaw School Feasibility Committee**  
**Special Session – Sub-committee – Selection Committee Meeting -2**  
**Minutes**

2018 MAY 24 AM 9:31

**Date:** November 15, 2017

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

**Absent:** Mr. Stephen Decatur, Mr. Bernie Plante

**Time:** 7:00 pm

**Location:** High School Media Center

---

The Pledge of Allegiance was recited.

**Call to Order**

Mr. Tuccio called the meeting to order at 6:15 pm.

**New Business**

Mr. Tuccio stated that he would like to bump the timeline selection to the end of the meeting.

**a. Select timeline for the OPM Review Panel Meeting**

A discussion regarding the timeline and the amount of work that is required for each date in the timeline. Mr. Bedard stated that as best practice, the ad for the Project Manager should run for four weeks in the paper. Mr. Tuccio stated that we should place in the ad in the Central Register as soon as possible.

**b. Review sample MSBA Request for Services (RFS)**

A discussion took place regarding the sample RFS from the MSBA. The Committee reviewed the completed Request for Services from the Westborough School District, Natick Public Schools, and Belmont Public Schools. Mr. Pine gave an overview of the template supplied by the MSBA regarding the RFS. Mr. Pine stated that the sections could be worked on individually and then reviewed as a group. It was decided that Mr. Bedard will have control of the master document and that all members will email him their completed sections. It was stated that the MSBA requires districts to track or red-line any changes. Mrs. Decatur offered to assist Mr. Bedard with assembling the submittals on November 29, 2017.

**c. Identify next steps and deliverables**

Each section was identified, and discussed by the Committee. Committee members volunteered to complete sections and send them to Mr. Bedard by November 28, 2017.

Section #1 – Mr. Bedard and Mr. Pine

Section #2 – Mr. Bedard

Section #3 – Mr. Myers

Section #4 – Mr. Pine

Section #5 – Mr. Pine  
Section #6 – Mr. Myers and Mr. Tuccio  
Section #7 – Mr. Myers  
Section #8 – Mr. Bedard

**Public Comment**

There was no public comment.

Mr. Halacy made a motion to adjourn the meeting at 8:00pm seconded by Mrs. Decatur. All approved (7-0).

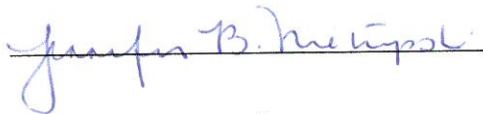
**Next Meeting:** Wednesday, December 6, 2017 - Millbury Jr./Sr. High School Media Center at 6:00pm.

Respectfully submitted,  
*Donna Freitas*  
Donna Freitas  
Executive Assistant to the Superintendent

Approved:



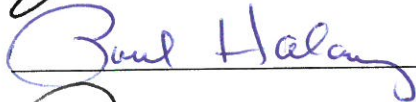
---




---



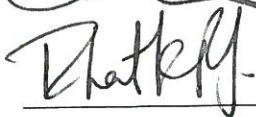
---



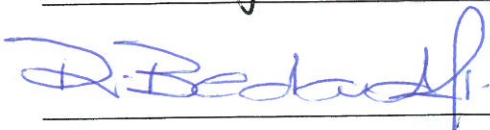
---



---



---



---

---

---

---

---

---

Packet:  
MSBA Sample OPM RFS  
Westborough, Natick and Belmont sample OPM RFS