

Town of Medfield

School Building Committee

Meeting Minutes

Date: Wednesday, January 7, 2026

Time: 7:00 PM

Location: 1st Floor Training Room, Public Safety Building

Format: Hybrid (in person and via Zoom)

Members Present

Ms. Carolyn Casey, Co-Chair

Mr. William C. Werner, Co-Chair

Mr. John Messina

Mr. Robert Meaney

Mr. Peter Michelson

Mr. Anthony Papantonis

Mr. Leo Brehm

Ms. Michelle Kirkby

Mr. Robert Worth

Ms. Meredith Chamberland (School Committee appointment)

Ms. Teresa James (arrived after meeting started)

Dr. Jeffrey J. Marsden, Superintendent of Schools (ex-officio, non-voting member)

Ms. Eileen Murphy, attending as a Select Board member (ex-officio, non-voting member)

Mr. Stephen Grenham, Principal Dale Street School (ex-officio, non-voting member)

1. Call to Order

Ms. Carolyn Casey opened the meeting at 7:00 PM. The committee confirmed that the meeting was being recorded using the Town's new recording system. Technical issues with the in-room video feed were noted, and the meeting proceeded without video.

MOTION: To open the January 7, 2026 School Building Committee meeting.

SECONDED: — Mr. Robert Meaney

VOTE: Ms. Carolyn Casey, yes; Mr. William C. Werner, yes; Mr. John Messina, yes; Mr. Robert Meaney, yes; Mr. Peter Michelson, yes; Mr. Anthony Papantonis, yes; Mr. Leo Brehm, yes; Ms. Michelle Kirkby, yes; Mr. Robert Worth, yes

MOTION CARRIES: 10-0

2. Approval of Meeting Minutes for December 3, 2025

Ms. Casey reviewed two corrections made to the December 3, 2025 minutes after distribution: a correction to a misattributed name related to meeting with Ms. Eileen Murphy and Ms. Rebecca Rausch, and a clarification that Mr. Worth's comments regarding year-round school use referred to the Foxborough School where he is the Principal.

No additional corrections were raised.

MOTION: To approve the December 3, 2025 School Building Committee meeting minutes, as amended.

SECONDED: Ms. Kirkby

VOTE: Ms. Carolyn Casey, yes; Mr. William C. Werner, yes; Mr. John Messina, yes; Mr. Robert Meaney, yes; Mr. Peter Michelson, yes; Mr. Anthony Papantonis, yes; Mr. Leo Brehm, yes; Ms. Michelle Kirkby, yes; Mr. Robert Worth, yes Ms. Meredith Chamberland- abstain

MOTION CARRIES: 9-0

3. Editing and Finalizing the MSBA OPM Document; Selection of OPM Subcommittee; Timeline Discussion

Ms. Casey introduced the MSBA Owner's Project Manager (OPM) procurement template included in the meeting packet and explained that it had been submitted to MSBA in placeholder form to preserve eligibility for an upcoming MSBA panel meeting. She stated that the committee's goal was to finalize edits and resubmit an updated, tracked-changes version.

Committee members discussed edits to the document, including clarification regarding the modular classrooms' expected lifespan, emphasis on experience with both new construction and addition/renovation projects, sustainability weighting, communication and community relations experience, and correction of minor typographical errors.

The committee reviewed the proposed evaluation criteria and point allocations, discussed MSBA requirements, and considered adjustments to reflect local priorities.

MOTION: To accept the draft MSBA Owner's Project Manager procurement template, subject to edits discussed and completion of committee membership information.

SECONDED: — Mr. Robert Meaney

VOTE: Ms. Carolyn Casey, yes; Mr. William C. Werner, yes; Mr. John Messina, yes; Mr. Robert Meaney, yes; Mr. Peter Michelson, yes; Ms. Meredith Chamberland, yes; Mr. Anthony Papantonis, yes; Mr. Leo Brehm, yes; Ms. Michelle Kirkby, yes; Mr. Robert Worth, yes

MOTION CARRIES: 11–0

Mr. Werner then reviewed the proposed OPM procurement timeline, including posting requirements, site walkthroughs, question-and-answer periods, scoring, interviews, and anticipated MSBA submission dates.

The committee discussed availability and participation and proceeded to establish an OPM selection subcommittee.

MOTION: To establish the OPM Selection Subcommittee as presented.

SECONDED: — Mr. Robert Meaney

VOTE: Ms. Carolyn Casey, yes; Mr. William C. Werner, yes; Mr. John Messina, yes; Mr. Robert Meaney, yes; Mr. Peter Michelson, yes; Mr. Anthony Papantonis, yes; Mr. Leo Brehm, yes; Ms. Michelle Kirkby, yes; Ms. Meredith Chamberland, yes; Ms. Teresa James, yes Mr. Robert Worth, yes

MOTION CARRIES: 11–0

4. Potential SBC Warrant Articles

Ms. Casey explained that this agenda item had been included as a placeholder while awaiting guidance from Town Counsel regarding whether a warrant article would be required to pursue feasibility options involving Park & Recreation land on the Dale Street property. She stated that she had since confirmed that no such warrant article is required at this time.

No action was taken.

5. Park & Recreation Update

Mr. Werner summarized a recent meeting between the School Building Committee and the Park & Recreation Department. He described Park & Recreation's near-term plan to pursue funding for a permanent prefabricated structure at the Hinkley campus, as well as their longer-term vision for a community center supported by survey data and feasibility work.

Committee members discussed coordination between Park & Recreation planning and school site feasibility work, including potential efficiencies and future care-and-control considerations.

6. Communication Subcommittee Update

The committee discussed current communication strategies, including the SBC Facebook page, email distribution, neighborhood captains, and coordination with Park & Recreation and school communications. Members expressed concern about misinformation and public perception in certain online forums and emphasized the importance of reaching Medfield residents through trusted channels.

Ms. Casey and Ms. Michelle Kirkby discussed reconvening neighborhood captains to provide updates, gather feedback on how residents receive information, and prepare for the next phase of the project.

7. Future Agenda Topics

Future agenda topics discussed included continued school site visits, coordination of transportation for tours, possible SBC outreach materials, and additional communication strategies. The committee agreed to revisit timing and logistics at a future meeting.

8. Public Participation

Mr. Andrew Gerald of the Energy Committee addressed the committee and expressed interest in coordinating energy efficiency expertise with the project. The committee discussed the value of future educational sessions and coordination with the OPM once hired.

Mr. Chris Potts provided public comment praising the committee's work and advised continued clarity in communications regarding the evaluation of both new construction and renovation options to avoid public misperception.

Adjournment

MOTION: To adjourn the January 7, 2026 School Building Committee meeting.

SECONDED: — Mr. Robert Meaney

VOTE: Ms. Carolyn Casey, yes; Mr. William C. Werner, yes; Mr. John Messina, yes; Mr. Robert Meaney, yes; Mr. Peter Michelson, yes; Mr. Anthony Papantonis, yes; Mr. Leo Brehm, yes; Ms. Michelle Kirkby, yes; Ms. Meredith Chamberland, yes; Ms. Teresa James, yes; Mr. Robert Worth, yes

MOTION CARRIES: 11–0

Meeting adjourned.