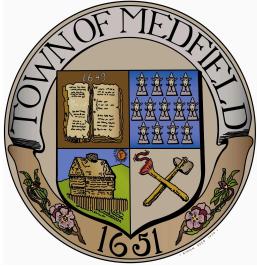




School Building Committee
Meeting Packet
September 3, 2025



TOWN OF MEDFIELD MEETING NOTICE

Posted in accordance with the provisions of M.G.L. c. 30A, §§18-25

This meeting will be held in a hybrid format. The School Building Committee will attend in person and members of the public may attend in person. In addition, members of the public who wish to participate via Zoom may do so by joining by one of the following options:

1. To join online, use this link:

<https://medfield-net.zoom.us/j/89128196884?pwd=ZDkvZ1RObHZS1VKRDFkQlp1VU9Zdz09>

- a. Webinar ID: 891 2819 6884
- b. Password: 898514

2. To join through a conference call, dial 929-436-2866 or 312-626-6799 or 253-215-8782 or 301-715-8592 or 346-248-7799 or 669-900-6833
 - a. Enter the Webinar ID: 891 2819 6884
 - b. Enter the password: 898514

School Building Committee Board or Committee

PLACE OF MEETING	DAY, DATE, AND TIME
1st Floor Training Room, Public Safety Building Also available remotely on Zoom	Wednesday, September 3, 2025, 7:00 pm

Agenda (Subject to Change)

1. **Call to Order 7:00**
2. **Approval of Meeting Minutes from August 20th, 2025**
3. **Medfield Day-** preparation and planning for the SBC booth, signup for booth hours, T-shirt design, T-shirt pick-up spot,
4. **Community Outreach-** sign up for parent information nights
5. **Communication Subcommittee Update**
6. **New school tour-** discuss touring a new elementary school for the October meeting
7. **Future agenda topics-**
8. **Public Participation-**

Medfield School Building Committee

Meeting Minutes

Date: August 20, 2025

Location: [Remote / In-person at Public Safety Building]

Opening

Ms. Carolyn Casey opened the meeting and confirmed that a quorum was present. She stated that the committee required seven members for a quorum and eight members in order to conduct votes. With members present, a quorum was established. Ms. Casey also acknowledged that Ms. Michelle Kirkby would be joining shortly, which would allow the committee to proceed with votes.

MOTION: Ms. Casey made a motion to open the meeting.

VOTE:

- Mr. John Messina
- Ms. Carolyn Casey
- Mr. Bob Meaney
- Mr. Peter Michelson
- Mr. Robert Worth
- Mr. Bill Werner
- Mr. Leo Brehm

Non Voting Members Present:

- Ms. Eileen Murphy
- Dr. Jeff Marsden
- Ms. Kristine Trierweiler

Absent Members:

- Meredith Chamberland
- Teresa James
- Anthony Papantonis

MOTION CARRIES.

MSBA Update

Dr. Marsden reported that he contacted the MSBA representative on July 2, 2025. Both times he was informed that the enrollment team was still finalizing projections and would reach out once a meeting was scheduled.

Ms. Casey explained that the town submitted all required Module 1 documentation in June. The next step was the enrollment meeting. Once completed, and if approved, the project would advance to Module 2, beginning the feasibility study. Until then, the project remained in a holding pattern.

Dr. Marsden summarized MSBA program backlog data, noting 174 projects currently in the pipeline: 66 in early phases, 41 with full project funding, and 67 in close-out. He warned that Medfield might not advance until as late as February 2026 due to the backlog.

Mr. Brehm shared his experience in Dighton, where his district faced similar delays in OPM and designer selection. He confirmed that Medfield's persistence in communicating readiness with the MSBA would be critical.

Mr. Werner asked whether additional advocacy could help accelerate the process. Dr. Marsden responded that once enrollment was completed, progress would resume, though delays were likely to continue.

Ms. Michelle Kirkby joined the meeting.

Approval of Minutes

Ms. Casey stated that the committee had two sets of meeting minutes for approval: May 5, 2025, and June 4, 2025. She deferred action until Ms. Kirkby arrived to provide the required eighth voting member. Upon Ms. Kirkby's arrival, the committee returned to the minutes approval.

MOTION: Mr. Meaney made a motion to approve the minutes of May 5, 2025.

VOTE:

- Mr. John Messina - yes
- Ms. Carolyn Casey - yes
- Mr. Bob Meaney - yes
- Mr. Peter Michelson - yes
- Mr. Robert Worth - yes
- Mr. Bill Werner - yes
- Mr. Leo Brehm - yes

- Ms. Michelle Kirkby - yes

MOTION: Mr. Meaney made a motion to approve the minutes of June 4, 2025.

VOTE:

- Mr. John Messina - yes
- Ms. Carolyn Casey - yes
- Mr. Bob Meaney - yes
- Mr. Peter Michelson - yes
- Mr. Robert Worth - yes
- Mr. Bill Werner - yes
- Mr. Leo Brehm - yes
- Ms. Michelle Kirkby - yes

Medfield Day Planning

Ms. Casey led the discussion on preparations for Medfield Day. She reported that neighborhood captains and SBC members would have brightly colored t-shirts with QR codes on the back linking to project updates.

Mr. Michelson inquired about booth scheduling, and Ms. Casey confirmed that she would circulate a Google Doc sign-up sheet.

Mr. Brehm confirmed his participation and emphasized the importance of outreach, noting that email updates had reached 550 residents. Members agreed to provide candy at the booth, display Dale Street posters, and distribute fact sheets.

Dr. Marsden suggested creating a simplified project timeline visual to illustrate key stages without dates. Mr. Werner supported a milestone-only chart.

Mr. Brehm proposed surveying subscribers for questions through the next email update. Members also discussed creating a visible “progress milestone” sign outside Dale Street to remind residents that progress was occurring even without visible construction activity.

Community Outreach

Ms. Casey reported that she had submitted a request to the PTO to attend school open houses but had not received a response.

Dr. Marsden recommended contacting school principals directly. Dr. Marsden agreed to share open house dates with Ms. Casey so she could request space for either a table or brief remarks.

Communications Subcommittee Update

Mr. Werner emphasized the importance of consistent messaging and recommended creating a one-page fact sheet to serve as a living document, updated periodically.

Ms. Casey confirmed that enthusiasm remained high among 20–22 neighborhood captains, who would next meet on August 25. She reiterated that Medfield Day planning and t-shirt distribution were priorities.

Committee members discussed the importance of visibility, and lighthearted remarks were exchanged regarding the brightness of the t-shirts.

Financial and Planning Considerations

Mr. Werner raised concerns about rising school construction costs and anticipated public questions.

Mr. Michelson observed that costs originally projected near \$100 million might approach \$110 million due to tariffs and inflation. He cautioned that no figures should be released publicly until firmer estimates were available.

The committee discussed the town's free cash allocations, the stabilization fund for school construction, and other financial pressures including roof repairs, facilities maintenance, and the potential need for an operational override.

Future Meeting Dates

Ms. Casey asked about scheduling the next meeting on September 3, 2025. Mr. Michelson suggested postponing to September 10, but members agreed to keep the September 3 date to avoid conflicts with school open houses.

Mr. Michelson further suggested meeting every other month until MSBA advanced the process, but Ms. Casey and Mr. Werner emphasized the importance of continuing regular meetings to maintain visibility and accessibility.

School Tours and Professional Development

Ms. Casey suggested using time for tours of recently completed schools to observe design features.

Mr. Brehm informed members about a conference on innovation in classroom design at Gillette Stadium on October 15–16, 2025, including exhibits and presentations. He offered to share registration details and seek discounted rates.

Dr. Marsden recommended the Kennedy School in Natick as another example worth touring.

Enrollment Trends

Dr. Marsden reported unexpectedly high preschool enrollment, noting that classroom availability had declined due to demographic shifts and increased early childhood demand.

Public Participation

Mr. Scott McDermott, a resident of Woodridge Road, addressed the committee. He expressed strong personal investment in the project and thanked the committee for its efforts, and emphasized the importance of projecting a timeline.

Committee members responded that a fact sheet with milestones would be prepared for Medfield Day. Mr. Werner and Mr. Brehm explained that a firm project calendar would not be possible until the feasibility study in Module 2. Mr. Brehm emphasized that backward planning from the eventual town vote would drive the project schedule.

Members cited MSBA documentation confirming that Medfield would not be invited to the Project Scope and Budget phase before July 1, 2027.

Committee Membership Update

Ms. Casey reported that the Select Board had recently appointed a new member to the Permanent Planning and Building Committee, which would designate its SBC representative to fill the vacancy created by the resignation of Mr. Mike Weber.

Ms. Casey and Ms. Murphy confirmed that only one SBC vacancy remained and that appointments would be finalized once the Planning and Building Committee organized.

Adjournment

MOTION: Mr. Bob Meaney made a motion to adjourn the meeting.

VOTE:

- Mr. John Messina - yes
- Ms. Carolyn Casey - yes
- Mr. Bob Meaney - yes
- Mr. Peter Michelson - yes
- Mr. Robert Worth - yes
- Mr. Bill Werner - yes
- Mr. Leo Brehm - yes
- Ms. Michelle Kirkby - yes

MOTION CARRIES.

The meeting adjourned at 8:04 PM. Ms. Casey noted that the Communications Subcommittee would meet immediately following adjournment.