APPROVED

F.W. Parker Charter Essential School

Minutes

Facility Committee Meeting

Date and Time
Wednesday September 7, 2022 at 4:00 PM

Committee Members Present
B. Harrigan, J. Marshall, M. McKenna, M. Turnbull, P. MacDonald, T. Niemaszyk

Committee Members Absent
B. Bettencourt, J. Romeo

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

M. McKenna called a meeting of the Facility Committee of F.W. Parker Charter Essential School to order on Wednesday Sep 7, 2022 at 4:04 PM.

C. Introductions

introductions to new member

D. Approve Minutes

P. MacDonald made a motion to approve the minutes from Facilities Committee on 10-26-21.
M. Turnbull seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call

M. McKenna	Aye
J. Marshall	Aye
M. Turnbull	Aye
T. Niemaszyk	Abstain
B. Bettencourt	Absent

Roll Call

P. MacDonald	Abstain
B. Harrigan	Abstain
J. Romeo	Absent

II. Facility

A. Update on heating system upgrade

System up and running. There was a need to update the controls a bit from when we originally finished to assure the system is working properly.

B. Sidewalk project

Michelle presented a draft of the RFP for the design work for the sidewalk project. The committee gave feedback on the RFP. Suggested including identifying the landscape architect as the lead and adding structural engineers as a needed skill. Committee suggested a 4 week timeline to submit proposals. Committee will supply feedback on firms they would suggest by Monday.

III. Closing Items

A. Next meeting time

Committee will meet October 24 Monday at 4:30 PM.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:11 PM.

Respectfully Submitted,
M. McKenna