***The October 30, 2024 Board meeting minutes were approved by the MSBA's Board of Directors at the December 13, 2024 meeting.***

**Massachusetts School Building Authority**
**Board Meeting Minutes of October 30, 2024**

A meeting of the Massachusetts School Building Authority (the "Authority" or "MSBA") was held on October 30, 2024. The meeting was held remotely via Zoom.

**Members Present:** Deborah Goldberg, State Treasurer and Chair; Sean Cronin, Designee of the Secretary of Administration and Finance; Matt Deninger, Designee of the Commissioner of Education; Terry Kwan, appointed member; Anne Brockelman, appointed member; Sheila Vanderhoef, appointed member; and Cassandra McKenzie, appointed member.

**Others Present:** James MacDonald, Chief Executive Officer; Mary Pichetti, Executive Director/Deputy Chief Executive Officer; Mike McGurl; Christine Nolan; Matt Donovan; Maria Puopolo; Brian Kelley; Kathleen Andrade; August Knuth; Siobhan Tolman; Annie Hudson; Barbara Hansberry; Chris Alles; Karl Brown; John Jumpe; Elena Seiti; Katie DeCristofaro; Gianpiero Tirella, Julie Leonard; Miriam Vazquez; Vlad Nivorozhkin; municipal representatives; legislative representatives; local elected officials; and other members of the MSBA and the public.

**Call to Order**

The Chair called the meeting to order at 10:00 am and asked if anyone was recording the meeting. No one announced that they were recording the meeting.

The Chair announced that, prior to the start of the meeting, Board members Ms. Brockelman, Ms. Kwan, and Ms. Vanderhoef were re-sworn in. She thanked them for their service and for making enormous contributions to children in the Commonwealth.

She then explained that the meeting is being held in accordance with Chapter 30A of the Massachusetts General Laws and 940 CMR 29.03, but subject to Chapter 2 of the Acts of 2023, which permits remote participation by all Board members and allows the MSBA to use adequate alternative means, such as a conference call line, to ensure public access to the deliberations of the Board.

Next, the Chair provided a brief overview of the items on the agenda for the meeting. She explained that the Board will be voting to: (1) approve the minutes from the August 28, 2024 Board of Directors meeting; (2) invite 70 projects from 37 Districts into the Accelerated Repair Program; (3) invite two districts into Feasibility Study; (4) authorize four proposed projects to proceed into Preferred Schematic Design, with an estimated $405.8 million in total construction costs; (5) invite three districts to enter into a Project Scope and Budget Agreement, with Estimated Maximum Total Facilities Grants of approximately $178.3 million; and (6) approve five final audits from five districts with a Final Total Facilities Grant amount of approximately $51.1 million.

Finally, the Board will receive updates from the Executive Director, Capital Planning, and Finance Staff.

**Approval of August 28, 2024 Minutes**

The Chair asked for a motion to accept the minutes of the August 28, 2024 Board meeting. A motion was made by Mr. Deninger and seconded by Ms. Vanderhoef:

**Approval of the Minutes of August 28, 2024 Board Meeting**

***The October 30, 2024 Board meeting minutes were approved by the MSBA's Board of Directors at the December 13, 2024 meeting.***

VOTED: That the Board of Directors of the Massachusetts School Building Authority hereby approves the Minutes of the August 28, 2024 Board meeting.

There being no Board discussion, the Chair asked for a roll call vote of the Board.

**Roll Call Vote:**

Anne Brockelman – Yes
Terry Kwan - Yes
Cassandra McKenzie - Yes
Sheila Vanderhoef – Yes
Sean Cronin – Yes
Matt Deninger – Yes
Deborah Goldberg – Yes

**The motion passed – 7 in favor, 0 against, 0 abstaining.**

**Invitation to Accelerated Repair Program**

The Chief Executive Officer of the MSBA, James MacDonald, explained that due to the large number of districts being voted into the MSBA's Accelerated Repair Program, only legislators will be allowed to comment following the Board discussion.

Next, MSBA Senior Capital Program Manager Elena Seiti explained that staff are recommending that the Board vote to invite 70 schools from 37 districts into the 2024 Accelerated Repair Program, representing a combined Estimated Maximum Facilities Grant of approximately $325.2 million. This recommendation supports potential ADA scope and includes 57 potential roof projects and 17 potential window and door projects.

The 2024 Statement of Interest ("SOI") process for the Accelerated Repair Program opened on January 12, 2024, and closed on March 1, 2024, during which time the MSBA received 72 SOIs.

The published qualifications for the Program, as outlined in the Accelerated Repair Program Statement of Interest Process Overview, included the minimum threshold system age requirements of 25 years for roofs and 30 years for windows and doors. The initial review of the SOIs received resulted in 71 qualifying schools.

For the qualifying SOIs, staff conducted a virtual meeting with each district, followed by an in-person site visit to each qualifying school. During this phase, one district notified the MSBA that they did not wish to be further considered, resulting in site visits to 70 schools in 37 districts.

For the 2024 SOIs, staff have not adjusted the qualifying age criteria, which remains at 25 years for roofs and 30 for windows and doors.

After completing due diligence, the schools being recommended for invitation into the 2024 Accelerated Repair Program are listed and summarized in Attachment A of the Board packet. Schools that are not recommended for invitation are summarized in Attachment B.

The Chair asked for a motion, and the following motion was made by Ms. Kwan and seconded by Mr. Deninger:

**Approval of Massachusetts School Building Authority's**
**Accelerated Repair Program Recommendations**

***The October 30, 2024 Board meeting minutes were approved by the MSBA's Board of Directors at the December 13, 2024 meeting.***

VOTED: That the Board of Directors of the Massachusetts School Building Authority hereby approves the recommended changes to the Accelerated Repair Program, as further described in the materials presented to the Board and incorporated by reference herein, and hereby authorizes the Executive Director to do all acts and things necessary to implement and administer the Accelerated Repair Program, as set forth in the incorporated material.

It was noted that the MSBA received a letter of support for the Amherst Regional Middle School project from the district's delegation.

State Representative Mindy Domb expressed her profound appreciation for inviting the Amherst Pelham Regional School District into the Accelerated Repair Program.

Aide to State Senator Jo Commerford, Elena Cohen, spoke on the Senator's behalf and thanked the MSBA for their attention and work on the Amherst Regional Middle School project. She also expressed support on behalf of the Senator for the Meetinghouse School project in the Ashburnham-Westminster Regional School District, the Gill Elementary School project in the Gill-Montague Regional School District, and the Murdock Middle/High School and Toy Town Elementary School in the Town of Winchendon.

It was noted that the MSBA received a letter of support for the Meetinghouse School project in the Ashburnham-Westminster Regional School District from the district's delegation.

Additionally, the MSBA received letters of support from the Berlin-Boylston Regional School District's delegation, Berlin-Boylston Superintendent Carol Lynn Costello, Boylston Elementary School Principal Cinthia Sykes, and State Senator Robyn Kennedy.

State Representative Meghan Kilcoyne commented that she is grateful for the work of the MSBA and expressed her support for the Boylston Elementary School project in the Berlin-Boylston Regional School District. She also expressed her support for the Marion E. Zeh School project in the Town of Northborough. Representative Kilcoyne commented that she is pleased this process is moving forward for both schools.

Legal aide to State Representative Simon Cataldo, Kyle Stapleton, spoke on the Representative's behalf and expressed Representative Cataldo's appreciation for the MSBA as well as his support for the South Row Elementary School project in the Town of Chelmsford.

State Representative Kathleen LaNatra expressed her support for the Kingston Elementary School project in the Town of Kingston and the South Shore Regional Vocational Technical High School.

State Representative Carmine Gentile thanked the MSBA for allowing him to speak on his support for the General John Nixon Elementary School and the Josiah Haynes Elementary School, both in the Town of Sudbury. He thanked MSBA staff members for their support and consideration of these two projects.

Mayor Jared Nicholson of the City of Lynn expressed his excitement about the Pickering Middle School project and the Sisson Elementary School project. He commented that the Accelerated Repair Program will allow the city to efficiently utilize Sisson Elementary School. He thanked both MSBA Board members and MSBA staff.

Ms. Kwan noted that this list of Accelerated Repair Program projects being considered today is the longest list of ARP projects in the MSBA's twenty-plus-year existence. She explained that there have been legislative changes which have impacted the MSBA's budget, thus allowing the Board to vote

on these new projects. Ms. Kwan suggested that the MSBA send a letter to all legislators highlighting the transformative impact of the legislative changes.

There being no discussion, the Chair asked for a roll call vote of the Board.

**Roll Call Vote:**

Anne Brockelman – Yes
Terry Kwan - Yes
Cassandra McKenzie - Yes
Sheila Vanderhoef – Yes
Sean Cronin – Yes
Matt Deninger – Yes
Deborah Goldberg – Yes

**The motion passed – 7 in favor, 0 against, 0 abstaining.**

**Invitation to Feasibility Study**

Next, MSBA Capital Program Manager, Katie DeCristofaro, explained that staff are recommending that the Board vote to authorize two districts to proceed into Feasibility Study. She noted that both districts were invited into Eligibility Period on December 13, 2023, and have completed all the necessary prerequisites, including: the filing of their educational profile questionnaire, finalizing enrollment, and securing feasibility study/schematic design funds to proceed.

The first District for consideration is the Pollard Middle School in the Town of Needham. Staff will be working with the District to study the following two options: an 880-student facility for grades 7 and 8, maintaining its current configuration; and a 1,335-student facility for grades 6-8, which relocates grade 6 from the High Rock School.

The second District for consideration is the Mosier Elementary School in the Town of South Hadley. Staff will be working with the District to study the following two options: a 360-student facility for grades 2-4, maintaining its current configuration; and a 590- student facility for grades 1-5 at the Mosier Elementary School, which relocates grade 1 from the Plains Elementary School and grade 5 from the Smith Middle School.

Based on the completion of the Eligibility Period requirements, staff recommend that the Board vote to authorize these two districts to proceed into Feasibility Study.

The Chair asked for a motion, and the following motion was made by Ms. Kwan and seconded by Mr. Deninger:

**Vote on Inviting Communities to Collaborate with the MSBA to Conduct a Feasibility Study**

VOTED: That the Executive Director is hereby authorized to invite certain communities to collaborate with the MSBA to conduct and/or review a Feasibility Study, as described in 963 CMR 2.00 *et seq*., and subject to any conditions set forth in Exhibit B, for each of the schools listed in Exhibit B attached hereto.

VOTED: That the Executive Director is hereby authorized to do all acts, to execute and deliver any and all documents and agreements, and to expend all funds necessary or desirable

in connection with conducting and/or reviewing a Feasibility Study for each of the schools listed in Exhibit B.

Needham Superintendent Daniel Gutekanst thanked MSBA staff and the Board for their due diligence. He expressed the Town of Needham's excitement about partnering with the MSBA, calling it a positive and productive experience that benefits Needham's students. He explained that in his 19 years as a superintendent, he has worked with many state agencies, but that working with the MSBA has been the finest experience of all in his career. Superintendent Gutekanst praised MSBA staff as talented in what they do. He added that the information MSBA staff provides to the district is always beneficial and helpful. He thanked the Board and MSBA staff on behalf of the Needham community.

The Chair commented that she feels the same about MSBA staff and thanked Superintendent Gutekanst for articulating his appreciation so wonderfully.

It was noted that the MSBA received a letter of support from State Representative Daniel Carey for the Mosier Elementary School project in the Town of South Hadley.

South Hadley Superintendent Mark McLaughlin expressed appreciation for the MSBA's guidance, particularly thanking MSBA staff member Maria Caprigno. He stated that South Hadley is delighted and grateful for being invited into the Feasibility Study phase. Lastly, he thanked the South Hadley Town Administrator, Assistant Superintendent, School Building Committee Chair, South Hadley Facilities Director, the Principal at Mosier Elementary School, as well as State Representative Carey for their support.

There being no discussion, the Chair asked for a roll call vote of the Board.

**Roll Call Vote:**

Anne Brockelman – Yes
Terry Kwan - Yes
Cassandra McKenzie - Yes
Sheila Vanderhoef – Yes
Sean Cronin – Yes
Matt Deninger – Yes
Deborah Goldberg – Yes

**The motion passed – 7 in favor, 0 against, 0 abstaining.**

**Recommendation for Preferred Schematic Design**

Next, the MSBA's Director of Project Management, Chris Alles, explained that the Board is being asked to approve the Preferred Schematic Design for the Fall Brook Elementary School in the City of Leominster. The City of Leominster is proposing to replace the existing Fall Brook Elementary School with a new facility on the site of the existing school.

The proposed school is designed for 610 students in grades K-5, with an estimated Total Project Budget of approximately $111.8 million and an estimated total construction budget of approximately $89.5 million.

Prior to the submittal of the District's Schematic Design, the MSBA requests that the District be available to present updates associated with the Preferred Schematic to the Facilities Assessment

Subcommittee. This update will ensure mutual understanding and agreement of the proposed project scope, which will then be reflected in the District's Schematic Design submittal.

The Chair asked for a motion, and the following motion was made by Ms. McKenzie and seconded by Mr. Deninger:

**Vote on Moving the City of Leominster to Schematic Design**

VOTED: That the Board of Directors hereby authorizes the Executive Director to do all acts necessary, execute and deliver any and all documents and agreements, and expend funds as deemed appropriate by the Executive Director to assist the City of Leominster with, in concept, the development of schematic designs to replace the existing Fall Brook Elementary School and construct a new facility serving students in kindergarten through grade 5 on the site of the existing facility, as further described in the materials presented to the Board and attached hereto, in accordance with G.L. c. 70B and 963 CMR 2.00 *et seq*. and all other guidelines and policies of the Authority.

Mr. Cronin inquired about the timeline for a decision on whether the City will be holding a debt exclusion.

The Director of Project Management explained that while an exact timeline is not yet available, staff can inquire during the next phase, Schematic Design, about when a decision will be made.

It was noted that the MSBA received a letter of support for the project from State Representative Natalie Higgins.

There being no more discussion, the Chair asked for a roll call vote of the Board.

**Roll Call Vote:**

Anne Brockelman – Yes
Terry Kwan - Yes
Cassandra McKenzie - Yes
Sheila Vanderhoef – Yes
Sean Cronin – Yes
Matt Deninger – Yes
Deborah Goldberg – Yes

**The motion passed – 7 in favor, 0 against, 0 abstaining.**

The Director of Project Management explained that the Board is now being asked to approve the Preferred Schematic Design for the Glenbrook Middle School in the Town of Longmeadow. The Town of Longmeadow is proposing to consolidate the student population of the existing Glenbrook Middle School and Williams Middle School into a new facility to be constructed on the site of the existing Williams Middle School.

The proposed project is designed for 665 students in grades 6-8, with an estimated Total Project Budget of approximately $151.8 million and an estimated total construction budget of approximately $116.8 million.

The Chair asked for a motion, and the following motion was made by Ms. Kwan and seconded by Mr. Deninger:

***The October 30, 2024 Board meeting minutes were approved by the MSBA's Board of Directors at the December 13, 2024 meeting.***

**Vote on Moving the Town of Longmeadow to Schematic Design**

VOTED: That the Board of Directors hereby authorizes the Executive Director to do all acts necessary, execute and deliver any and all documents and agreements, and expend funds as deemed appropriate by the Executive Director to assist the Town of Longmeadow with, in concept, the development of schematic designs to consolidate the student population of the existing Glenbrook Middle School and Williams Middle School and construct a new facility serving grades 6-8 on the site of the existing Williams Middle School, as further described in the materials presented to the Board and attached hereto, in accordance with G.L. c. 70B and 963 CMR 2.00 *et seq*. and all other guidelines and policies of the Authority.

Longmeadow Superintendent Dr. Martin O'Shea thanked the Chair and the Board for their support. He expressed gratitude to MSBA staff for their guidance and outstanding work. He explained that Longmeadow is excited about this project, united in support, and that the community is eager to move into the Schematic Design phase.

There being no more discussion, the Chair asked for a roll call vote of the Board.

**Roll Call Vote:**

Anne Brockelman – Yes
Terry Kwan - Yes
Cassandra McKenzie - Yes
Sheila Vanderhoef – Yes
Sean Cronin – Yes
Matt Deninger – Yes
Deborah Goldberg – Yes

**The motion passed – 7 in favor, 0 against, 0 abstaining.**

The Director of Project Management explained that the Board is now being asked to approve the Preferred Schematic Design for the J. Warren Killam Elementary School in the Town of Reading. The Town of Reading is proposing to replace the existing J. Warren Killam Elementary School with a new facility on the site of the existing school.

The proposed school is designed for 455 students in grades K-5, plus pre-kindergarten, with an estimated Total Project Budget of approximately $135.5 million and an estimated total construction budget of approximately $107.7 million.

The Chair asked for a motion, and the following motion was made by Ms. McKenzie and seconded by Mr. Deninger:

**Vote on Moving the Town of Reading to Schematic Design**

VOTED: That the Board of Directors hereby authorizes the Executive Director to do all acts necessary, execute and deliver any and all documents and agreements, and expend funds as deemed appropriate by the Executive Director to assist the Town of Reading with, in concept, the development of schematic designs to replace the existing J. Warren Killam Elementary School and construct a new facility serving students in kindergarten through grade 5, plus pre-kindergarten on the site of the existing facility,

as further described in the materials presented to the Board and attached hereto, in accordance with G.L. c. 70B and 963 CMR 2.00 et seq. and all other guidelines and policies of the Authority.

It was noted that the MSBA had received a letter of support for this project from the district's legislative delegation.

There being no more discussion, the Chair asked for a roll call vote of the Board.

**Roll Call Vote:**

Anne Brockelman – Yes
Terry Kwan - Yes
Cassandra McKenzie - Yes
Sheila Vanderhoef – Yes
Sean Cronin – Yes
Matt Deninger – Yes
Deborah Goldberg – Yes

**The motion passed – 7 in favor, 0 against, 0 abstaining.**

Next, the Director of Project Management explained that the Board is now being asked to approve the Preferred Schematic Design for the Margaret A. Neary Elementary School in the Town of Southborough. The Town of Southborough is proposing to consolidate the student population of the existing Margaret A. Neary Elementary School and Albert S. Woodward Memorial School, constructing a new facility on the site of the existing Margaret A. Neary Elementary School

The proposed project is designed for 610 students in grades K-5, with an estimated Total Project Budget of approximately $113.4 million and an estimated total construction budget of approximately $91.8 million.

Prior to the submittal of the District's Schematic Design, the MSBA requests that the District be available to present updates associated with the Preferred Schematic to the Facilities Assessment Subcommittee. This update will ensure a mutual understanding and agreement of the proposed project scope, which will then be reflected in the District's Schematic Design submittal.

The Chair asked for a motion, and the following motion was made by Mr. Deninger and seconded by Ms. Kwan:

**Vote on Moving the Town of Southborough to Schematic Design**

VOTED: That the Board of Directors hereby authorizes the Executive Director to do all acts necessary, execute and deliver any and all documents and agreements, and expend funds as deemed appropriate by the Executive Director to assist the Town of Southborough with, in concept, the development of schematic designs to consolidate the existing Margaret A. Neary Elementary School and Albert S. Woodward Memorial School and construct a new facility serving grades 2-5 on the site of the existing Margaret A. Neary Elementary School, as further described in the materials presented to the Board and attached hereto, in accordance with G.L. c. 70B and 963 CMR 2.00 *et seq*. and all other guidelines and policies of the Authority.

***The October 30, 2024 Board meeting minutes were approved by the MSBA's Board of Directors at the December 13, 2024 meeting.***

Ms. Kwan praised the district for submitting an educational plan that incorporates a variety of investigative course work and world languages. Ms. Kwan expressed her excitement to see Southborough move forward.

Southborough Superintendent Greg Martineau thanked the MSBA for the opportunity to speak on behalf of the Town. He expressed his thanks to the School Building Committee Chair and MSBA staff, specifically the Project Management team. He acknowledged that Southborough appreciates MSBA's thorough process, which has helped them focus on what is most important for their students when designing a new facility. Lastly, he added that the community is excited to move forward with the next phase of this project.

There being no more discussion, the Chair asked for a roll call vote of the Board.

**Roll Call Vote:**

Anne Brockelman – Yes
Terry Kwan - Yes
Cassandra McKenzie - Yes
Sheila Vanderhoef – Yes
Sean Cronin – Yes
Matt Deninger – Yes
Deborah Goldberg – Yes

**The motion passed – 7 in favor, 0 against, 0 abstaining.**

**Approval of Project Scope and Budget Agreement and Authorization for Project Funding Agreement**

Next, the MSBA's Design Director, Karl Brown, explained that the Board is now being asked to authorize the Executive Director to execute a Project Scope and Budget Agreement and a Project Funding Agreement with the Town of Dedham for a potential project at the Oakdale Elementary School. The recommendation is for the construction of a new two-story, 87,008 square-foot facility on the site of the existing Oakdale Elementary School in the Town of Dedham.

The proposed project has a design enrollment of 360 students in grades 1 through 5. The District provided a Total Project Budget of approximately $105.8 million, which includes a total construction budget of approximately $83.1 million.

The Chair asked for a motion, and the following motion was made by Mr. Deninger and seconded by Ms. McKenzie:

**Vote to Authorize the Executive Director to Execute a Project Scope and Budget Agreement and Project Funding Agreement with the Town of Dedham**

VOTED: That the Board of Directors of the Massachusetts School Building Authority hereby approves the Potential Project replace the existing Oakdale Elementary School with a new facility serving students in grades 1-5 on the existing Oakdale Elementary School site, as further described in the materials presented to the Board and attached hereto and as such Proposed Project shall be further defined in the Project Scope and Budget Agreement, and authorizes the Executive Director to take all steps necessary to execute and deliver a Project Scope and Budget Agreement and Project Funding

> Agreement with the Town of Dedham in such forms as she may determine to be acceptable, for the Oakdale Elementary School project at a reimbursement rate of fifty-two and forty-two hundredths percent (52.42%) of approved, eligible costs, up to an Estimated Maximum Total Facilities Grant of $30,382,033, which shall not include any funds for owner's or construction contingency expenditures; that the Board of Directors hereby further authorizes the Executive Director to increase the Estimated Maximum Total Facilities Grant up to a Maximum Total Facilities Grant of $31,035,739, in the event that the MSBA determines, in its sole discretion, that any owner's and/or construction contingency expenditures are eligible for reimbursement pursuant to MSBA regulations, guidelines, or policies; that the Board of Directors hereby further authorizes the Executive Director to expend funds in accordance with such Project Funding Agreement.

It was noted that the MSBA received a letter of support for this project from State Senator Michael Rush.

Dedham Superintendent Nan Murphy thanked the Chair and Board for accepting the Dedham High School project into the MSBA Accelerated Repair Program and for voting the Oakdale Elementary School into the next phase with this vote. She thanked MSBA staff and members of the project team, district leaders such as the Dedham School Committee, Dedham Town Manager Leon Goodwin, and the Dedham School Building Committee. She also thanked OPM Jon Lemieux, architects at Jonathan Levi, and Dedham Deputy Superintendent Dr. Ian Kelly. She explained that everyone has done an amazing job while working on the design for the Oakdale project. The Superintendent commented that there have been numerous community forums in the Town of Dedham and that she is grateful for the support of its residents. She is excited about the success at their Town Meeting in moving forward with this project. The Superintendent commented that working with the MSBA has been very easy and that she appreciates their patience and guidance.

There being no more discussion, the Chair asked for a roll call vote of the Board.

**Roll Call Vote:**

Anne Brockelman – Yes
Terry Kwan - Yes
Cassandra McKenzie - Yes
Sheila Vanderhoef – Yes
Sean Cronin – Yes
Matt Deninger – Yes
Deborah Goldberg – Yes

**The motion passed – 7 in favor, 0 against, 0 abstaining.**

Next, the MSBA's Design Director explained that the Board is now being asked to authorize the Executive Director to execute a Project Scope and Budget Agreement and a Project Funding Agreement with the City of Quincy for a potential project at the Squantum Elementary School. The recommendation is for a 79,801 square-foot addition and renovation of the existing Squantum Elementary School facility in the City of Quincy.

The proposed project has a design enrollment of 380 students in kindergarten through grade 5. The District provided a Total Project Budget of approximately $108.7 million, which includes a total construction budget of approximately $81.2 million.

***The October 30, 2024 Board meeting minutes were approved by the MSBA's Board of Directors at the December 13, 2024 meeting.***

It was noted that this project involves the use of parkland that is adjacent to the site for the installation of a subsurface geothermal heat-pump well system, temporary parking, and temporary use of the site as a construction law down area. The City Solicitor has shared with the MSBA that the City of Quincy, working with the Commonwealth, has concluded that Article 97 is not implicated in this case, as the impacts to the parkland are temporary in nature and the parkland will be returned to its prior use upon completion.

The Chair asked for a motion, and the following motion was made by Ms. Vanderhoef and seconded by Mr. Deninger:

**Vote to Authorize the Executive Director to Execute a Project Scope and Budget Agreement and Project Funding Agreement with the City of Quincy**

VOTED: That the Board of Directors of the Massachusetts School Building Authority hereby approves the Potential Project for an addition and renovation project at the Squantum Elementary School serving students in kindergarten through grade 5 on the existing site, as further described in the materials presented to the Board and attached hereto and as such Proposed Project shall be further defined in the Project Scope and Budget Agreement, and authorizes the Executive Director to take all steps necessary to execute and deliver a Project Scope and Budget Agreement and Project Funding Agreement with the City of Quincy in such forms as she may determine to be acceptable, for the Squantum Elementary School project at a reimbursement rate of sixty-six and twenty-four hundredths percent (66.24%) of approved, eligible costs, up to an Estimated Maximum Total Facilities Grant of $38,346,953, which shall not include any funds for owner's or construction contingency expenditures; that the Board of Directors hereby further authorizes the Executive Director to increase the Estimated Maximum Total Facilities Grant up to a Maximum Total Facilities Grant of $39,960,481, in the event that the MSBA determines, in its sole discretion, that any owner's and/or construction contingency expenditures are eligible for reimbursement pursuant to MSBA regulations, guidelines, or policies; that the Board of Directors hereby further authorizes the Executive Director to expend funds in accordance with such Project Funding Agreement.

It was noted that the MSBA received a letter of support for this project from State Senator John Keenan.

State Representative Bruce Ayers thanked the Board, Chair, and CEO for supporting the Squantum Elementary School project. He commented that the current facility is over 100 years old and in need of major repairs. He thanked the MSBA for their help and consideration. He also commended the Mayor of Quincy, the Quincy City Council, and the Quincy School Committee.

Aide to State Senator John Keenan, Doreen Bargoot, thanked the Board on behalf of the State Senator. She commented that the Senator looks forward to the project's advancement.

There being no more discussion, the Chair asked for a roll call vote of the Board.

**Roll Call Vote:**

Anne Brockelman – Yes

***The October 30, 2024 Board meeting minutes were approved by the MSBA's Board of Directors at the December 13, 2024 meeting.***

Terry Kwan - Yes
Cassandra McKenzie - Yes
Sheila Vanderhoef – Yes
Sean Cronin – Yes
Matt Deninger – Yes
Deborah Goldberg – Yes

**The motion passed – 7 in favor, 0 against, 0 abstaining.**

The MSBA's Design Director explained that the Board is now being asked to authorize the Executive Director to execute a Project Scope and Budget Agreement and a Project Funding Agreement with the South Shore Regional Vocational Technical School District for the South Shore Regional Vocational Technical High School project. The recommendation is for the construction of a new three-story, 250,700 square-foot facility on the existing South Shore Regional Vocational Technical High School site.

The proposed project has a design enrollment of 900 students in grades 9 through 12. The District provided a Total Project Budget of approximately $276.4 million, which includes a total construction budget of approximately $223.6 million.

The Chair asked for a motion, and the following motion was made by Ms. McKenzie and seconded by Mr. Deninger:

**Vote to Authorize the Executive Director to Execute a Project Scope and Budget Agreement and Project Funding Agreement with the South Shore Regional Vocational Technical School District**

VOTED: That the Board of Directors of the Massachusetts School Building Authority hereby approves the Potential Project to replace the existing South Shore Regional Vocational Technical High School with a new facility to be located on the site of the existing school, as further described in the materials presented to the Board and attached hereto and as such Proposed Project shall be further defined in the Project Scope and Budget Agreement, and authorizes the Executive Director to take all steps necessary to execute and deliver a Project Scope and Budget Agreement and Project Funding Agreement with the South Shore Regional Vocational Technical School District in such forms as she may determine to be acceptable, for the South Shore Regional Vocational Technical High School project at a reimbursement rate of sixty-one and eighty-six hundredths percent (61.86%) of approved, eligible costs, up to an Estimated Maximum Total Facilities Grant of $109,641,623, which shall not include any funds for owner's or construction contingency expenditures; that the Board of Directors hereby further authorizes the Executive Director to increase the Estimated Maximum Total Facilities Grant up to a Maximum Total Facilities Grant of $111,716,443, in the event that the MSBA determines, in its sole discretion, that any owner's and/or construction contingency expenditures are eligible for reimbursement pursuant to MSBA regulations, guidelines, or policies; that the Board of Directors hereby further authorizes the Executive Director to expend funds in accordance with such Project Funding Agreement.

***The October 30, 2024 Board meeting minutes were approved by the MSBA's Board of Directors at the December 13, 2024 meeting.***

Mr. Cronin inquired about information provided by the Executive Director on the impact of debt service for each member community. He asked if the member communities were aware of the information.

The Superintendent of the South Shore Regional Vocational Technical School District clarified that the district is going to be sending out tax information pending approval today. He added that there will then be a district wide ballot in January. He also mentioned that there is potential for debt exclusion votes to be held in Spring 2025. He commented that the district will be laying out all information prior to voting to ensure that each town understands the impact on the entire project.

Aide to State Senator John Keenan, Doreen Bargoot, commented that the Senator is in full support of this project and excited for it to move into the next phase.

There being no more discussion, the Chair asked for a roll call vote of the Board.

**Roll Call Vote:**

Anne Brockelman – Yes
Terry Kwan - Yes
Cassandra McKenzie - Yes
Sheila Vanderhoef – Yes
Sean Cronin – Yes
Matt Deninger – Yes
Deborah Goldberg – Yes

**The motion passed – 7 in favor, 0 against, 0 abstaining.**

**Approval of Audits, Capital Pipeline Program**

The MSBA's Director of Audit, Miriam Vazquez, explained that the Board is being asked to approve five Capital Pipeline Program audits listed on Exhibit C. She explained that the total combined grant amount for these five projects is $51,192,918.

The Chair asked for a motion, and the following motion was made by Ms. Vanderhoef and seconded by Mr. Deninger:

**Approval of Audit Costs for Several Projects**

VOTED: That the Board of Directors of the Massachusetts School Building Authority hereby approves the final audited approved grant amounts for the projects listed in the spreadsheet attached hereto as Exhibit C and authorizes the Executive Director to make payments consistent with this vote.

There being no discussion, the Chair asked for a roll call vote of the Board.

**Roll Call Vote:**

Anne Brockelman – Yes
Terry Kwan - Yes
Cassandra McKenzie - Yes
Sheila Vanderhoef – Yes
Sean Cronin – Yes

***The October 30, 2024 Board meeting minutes were approved by the MSBA's Board of Directors at the December 13, 2024 meeting.***

Matt Deninger – Yes
Deborah Goldberg – Yes

**The motion passed – 7 in favor, 0 against, 0 abstaining.**

**MSBA Updates**

**Executive Director's Report**

Next, the MSBA's Executive Director, Mary Pichetti, shared a lookahead for the next six months, covering items related to SOI 2024 ARP, SOI 2024 Core Program, the MSBA Office Lease, the Heat Pump Conversion Study, and the School Survey. She commented that staff had doubled their workload to bring in the highest number of ARP projects in MSBA existence.

Thereafter, the Executive Director presented a PowerPoint displaying outreach events that MSBA staff had participated in over the past few weeks. MSBA staff hosted MSBA/Superintendent Roundtable: The Communication Ground Rules of Local Ballot Questions on Thursday, October 24. The Executive Director, the Director of Capital Planning, and the Director of Project Management, all attended the Massachusetts Facilities Administrators Association 2024 Fall Conference on October 24, in which they shared MSBA updates including the Post Occupancy Evaluation Program, MSBA School Survey, 2025 Statements of Interest, and the Accelerated Repair Program Heat Pump Study. The Executive Director and the Director of Capital Planning also attended the National Grid 2024 Energy Solutions Summit on October 24, with MSBA staff members Greg Brunell and Ashley Stanton.

The Executive Director then shared information regarding upcoming outreach events in the month of November, including MASS Webinar, the 2024 MASC/MASS Joint Conference, the Story of a Building – MSBA Geothermal Program Fall 2024, the next MSBA/Designer Roundtable which will focus on site and landscape design and operations lessons, and a USGBC Webinar on Healthy Materials.

Next, the Executive Director provided the Board with an update to the MSBA "Building a Logo" contest. She shared that there have been seventeen submissions so far and feedback and has been very positive amongst participants.

Thereafter, the Executive Director shared photos from groundbreaking ceremonies at the Pickering Middle School in the City of Lynn and the Tri County Regional Vocational Technical High School. She also shared photos from ribbon cutting ceremonies at the Josiah Quincy Upper School in Boston, Swampscott Elementary School in Swampscott, West Elementary School in Andover, William A. Welch Elementary School in Peabody, and Doherty Memorial High School in Worcester. Finally, the Executive Director shared photos from the Topping Off Ceremony at the Northeast Metropolitan Regional Vocational Technical High School.

Next, the Executive Director shared staff updates, congratulating MSBA staff on various promotions. She congratulated Xiaolei Ji on her promotion to Development Lead, and Phil Daley on his promotion to Senior Network Manager. She then welcomed eight new hires: Utsavi Gadani, Emily Udy, Olivia Lynch, Anushka Naik, Kyra Stark, Emely Andrade, Domenica Garcia, and Rachiel Liu. The Executive Director also welcomed a new co-op, Lila Su, to the MSBA.

Continuing with staff updates, the Executive Director congratulated MSBA staff members who were on the Regulation Review Team and the Supplemental Grant Team for being awarded at the 2024 Performance Recognition Program. The staff members on the Regulation Review Team were:

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Christine Nolan, Brian Kelley, Colleen Smith, Michael Bergquist, Anne Hudson, Matt Donovan, Maria Puopolo, Michael McGurl, Diane Sullivan, John Jumpe, Karl Brown, Chris Alles, Greg Brunell, Laura Guadagno, Miriam Vazquez, and Wei Xu. The staff members on the Supplemental Grant Team were: Mike McGurl, Greg Brunell, Elena Seiti, Zhanna Pekelis, John Jumpe, Karl Brown, Christine Nolan, Matt Donovan, Maria Puopolo, Laura Guadagno, Miriam Vazquez, Wei Xu, Gianpiero Tirella, Stephanie Mahoney, Annie Hudson, and Siobhan Tolman.

Lastly, the Executive Director thanked Needham Superintendent Daniel Gutekanst for his comments regarding MSBA staff. She thanked MSBA staff for bringing their best selves to work every day, jumping every hurdle, and never wavering from the MSBA mission. The Executive Director expressed her gratitude for celebrating another 2.2 million square feet in the books.

The Chair thanked the Executive Director for her thorough report.

**Project Status**

**Project Overview Report**

The Director of Capital Planning, Mike McGurl, provided an update on substantially completed projects. For projects scheduled for 2024, twelve (12) projects are scheduled to achieve substantial completion. Westwood has already opened its new Elementary School following the February vacation week. Staff are currently tracking the remaining eleven (11) projects, which were opened for the start of the current school year. Ten (10) of the twelve (12) projects have provided staff with Certificates of Substantial Completion.

At the August 28 Board meeting, the Board was provided with a status update for Stoneham. Stoneham is targeting substantial completion for the remaining areas of Stoneham High School at the end of November. Staff will continue to monitor these projects and provide an additional update at the December Board meeting.

Thereafter, MSBA Project Manager, Vlad Nivorozhkin, shared the upcoming bid maps. The MSBA is currently tracking twenty-three (23) projects for filed sub-bidding through 2026. This includes all projects that have been approved for Preferred Schematic Design prior to today's meeting. The twenty-three projects have a combined total estimated construction budget of approximately $3.15 billion.

For 2024, six projects have received filed sub-bids, and MSBA staff are tracking an additional two projects for the year. Those two projects have an estimated construction budget of approximately $282 million. 2024 bidding will continue in December with East Longmeadow and Lynn upcoming.

In 2025, the MSBA is tracking fourteen (14) projects with an estimated construction budget of approximately $1.67 billion. Among the first to bid in 2025 will be Maynard and Newton, both of which are forecast for early January. Following Maynard and Newton will be New Bedford, Whitman-Hanson, and Brookline. These districts are targeting late January/early February.

2026 now has seven projects with a combined estimated construction budget of about $1.2 billion. Hamilton-Wenham was added following its Preferred Schematic approval at the August Board meeting. The filed sub-bid dates for Dedham and Stoughton have moved to 2026 since the previous staff update. The project count in 2026 will continue to increase, reaching eleven (11) projects total following the addition of Leominster, Longmeadow, Reading, and Southborough in today's meeting.

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Next, the Director of Capital Planning explained that in the three-month lookahead, there are no sub-bids scheduled for November. East Longmeadow and Lynn are anticipating sub-bids in December. Maynard, New Bedford, and Newton are anticipating sub-bids in January.

For Design Bid Build Bids and Guaranteed Maximum Prices in the month of December, Greater Fall River is anticipating its Guaranteed Maximum Price. In January, East Longmeadow and Lynn are anticipating their Guaranteed Maximum Price. Maynard and Newton are anticipating general contractor bids.

Since the August Board meeting, Amherst has reported receiving its general contractor bids; however, the Town is currently responding to filed and potential bid protests. One bid protest resulted in a bid hearing yesterday. As a result, Amherst has not been added to the 2024 table for this Board presentation. An update will be provided at the December Board meeting.

Each of the four projects previously reported in 2024 have come in below budget. The average for the four projects is $633/sf versus the $672/sf projection at Project Funding Agreement. The average for the remaining four projects is $732/sf. At PFA, the average for all eight projects was approximately $700/sf ($698/sf).

Finally, the Director of Capital Planning provided an update on the Accelerated Repair Program. For the 2022 program, nineteen (19) of the twenty (20) reported projects were bid within the estimated budget, while seven (7) of the twenty-seven (27) remain pending.

**FY24 Grant Summary and Reconciliation Update**

Next, the Director of Capital Planning provided a staff update for the Reconciliation of Approved Project Obligations to the Annual Program Funding Cap.

First, the Director of Capital Planning reviewed the outcome of Fiscal Year 2023. As described in the Fiscal Year 2023 Reconciliation shared at the October 18, 2023, Board meeting, Governor Healey signed the Commonwealth's FY24 Budget on August 9, 2023, which, as a result of Section 36, resulted in the following adjustments to the MSBA's annual cap: the Annual Grant Funding Cap Space for FY23 was reset to $1,200,000,000, an increase of $303 million compared to the calculated cap of $897 million. Beginning in FY23, approved grants from the Accelerated Repair Program no longer counted against grant cap space, which removed $61 million of allocated grants from the FY23 Grant Cap Space; and beginning in FY24, the annual estimated grant limit could be adjusted by an amount that is equal to the lesser of the rate of growth, by percentage, of dedicated sales tax revenues, or 6.5%, compared to the previous limit of 4.5%

With these changes, the remaining Grant Cap Space from Fiscal Year 2023, allocated to future fiscal years, increased from $594 million to $958 million, a gain of $364 million.

For Fiscal Year 24, the annual cap increased to $1.276 billion, an increase of 6.32%, which reflects the rate of growth in dedicated sales tax revenues between Fiscal Year 2022 and Fiscal Year 2023.

The total Grant Funding Cap Space for FY24 becomes the sum of three amounts: the $1.276 billion baseline, the $958 million carried forward from FY23, and an additional $17 million of final audit project savings.

As a result, the combined available cap space was $2,251,000.

Reviewing project grant approvals, the MSBA obligated $1,242,000 against the cap space. The total obligations consisted of: $11 million to fund feasibility studies for twelve Core Program projects;

$1,120,000 to fund sixteen Core Program projects at Project Scope and Budget which consist of one project invited into the MSBA Pipeline in 2018, six projects from 2019, and nine projects from 2020; and $110 million in supplemental grants for the nine projects not impacted by the Commonwealth's FY24 Budget but approved for Project Scope and Budget between October 1, 2022 and October 1, 2023.

Per MSBA policies regarding the administration of estimated grants previously approved in May 2017 and August 2018, and the Commonwealth's FY24 Budget, the $1,009,268,928 of remaining Grant Cap Space in FY24 will be allocated to future fiscal years. The transfer of the $1 billion represents an increase of $50 million compared to the available Grant Cap Space that transferred from FY23 to FY24.

Separate from the annual cap, the Board also approved grants funded outside the limits of the Grant Cap Space. The additional Fiscal Year 24 grants included: $50 million in Accelerated Repair Program Project Scope and Budget Approvals; and $278 million in supplemental grants described in the Commonwealth's FY24 Budget, of which $100 million was funded by the Commonwealth and the balance funded by the MSBA.

Mr. Cronin inquired about the possibility of discussing borrowing capacity with MSBA staff.

The Executive Director noted that such discussions would be appropriate in early 2025, after the Board votes on upcoming projects in December. She explained that this would allow staff to better assess the potential impacts and share the relevant information with Board members at that time.

**Finance**

**Sales Tax Collections Update**

Next, MSBA Treasurer, Gianpiero Tirella, presented a PowerPoint and provided an FY2025 SMART Collections update. FY2025 collections through September were $18.5 million (6.11%) higher than the same period in FY24.

He then presented a slide with a graphical depiction of FY2021 – FY2025 monthly SMART collections, and then year-to-date SMART collections by year from FY2021 – FY2025.

**Grant Payments Update**

Next, the MSBA Treasurer provided an update regarding MSBA grant payments for projects in FY25, noting that the MSBA has made $197,207,449 in grant payments to date in Fiscal Year 2025. These payments were for 98 projects in 76 districts and a combination of both Core Program Projects and Accelerated Repair Projects.

**FY24 Budget Update**

Next, the MSBA's Director of Budget and Finance Administration, Julie Leonard, provided the Board with a FY25 budget update. She presented a PowerPoint with the FY2025 budget compared to the actuals for the Total Operating and Capital Budget, Administrative Expenses, Capital Pipeline Support Services, Operating Expenses, and the Grant Program.

The Chair asked for a motion to adjourn the meeting. The motion was made by Ms. Kwan and seconded by Mr. Deninger.

**Roll Call Vote:**

***The October 30, 2024 Board meeting minutes were approved by the MSBA's Board of Directors at the December 13, 2024 meeting.***

Anne Brockelman – Yes
Terry Kwan - Yes
Cassandra McKenzie - Yes
Sheila Vanderhoef – Yes
Sean Cronin – Yes
Matt Deninger – Yes
Deborah Goldberg – Yes

**The motion passed – 7 in favor, 0 against, 0 abstaining.**

The meeting was adjourned at 11:27 am.

List of documents and exhibits used at the meeting:

- PowerPoint Presentation
- August 28, 2024 Board Meeting Minutes
- Invitation to Accelerated Repair Program
- Invitation to Feasibility Study
- Recommendation for Preferred Schematic Design
- Invitation to Project Scope and Budget
- Audit Status Report
- Recommendation for Approval of Final Audits, Capital Pipeline Program
- Project Overview Report
- Sales Tax Collection Update
- Grant Payments Update
- FY25 Budget Update