

School Building Committee Outreach Committee

Virtual Meeting Pursuant to Governor Baker's March 12, 2020
Order Suspending Certain Provisions of Open Meeting Law
May 28, 2020

Present: Kim Bodnar, Jennifer Glass and Gina Halsted

The meeting commenced at 11:37am.

Kim Bodnar opened the meeting, noting that the Open Meeting Law requirement to have a quorum present in a physical location has been suspended per Governor Baker's March 12th declaration of a state of emergency due to the COVID-19 pandemic. She took a name roll call.

Review of Town Meeting slides: Jennifer Glass shared a preliminary draft of slides for the School Building Committee Community Forums. Kim Bodnar wondered what background information should be covered before diving into the details of the warrant article.

This question prompted Ms. Glass to discuss the possible format of the live Town Meeting, including how voting and questions will be handled. All slide presentations will be available ahead of time. Each department will hold a virtual forum to answer residents' questions. At the Town Meeting, each presenter will only have 5-10 minutes to deliver their message without slides.

Audience members may write questions on notecards, which will be collected. Sarah Cannon Holden, Town Moderator, will read the question. The appropriate committee chair/member will respond to the question. Ms. Bodnar asked if representatives from Daedalus and Consigli will be at the virtual meeting or the Annual Town Meeting.

The discussion turned back to the draft of the slides. Ms. Bodnar suggested that a slide be added for FF&E. Ms. Glass suggested adding a project update slide. The committee agreed to include the Core Values slide used at a previous Town Meeting to remind residents of the values guiding the project.

Town Meeting Handouts: Next the Committee discussed the content of hard copy handouts for Town Meeting. Ms. Glass reminded the committee that the Board of Selectmen newsletter and Town Warrant will have been received by residents, so much of the relevant information will already be in the hands of the voters.

Community Forums: Ms. Bodnar asked about the format for the SBC Community Forums. Ms. Glass suggested the committee consider a couple of different strategies to accommodate varying numbers of participants. If a small handful of residents attend the forum it will be easy to field questions. Ms. Glass & Ms. Bodnar agreed to share hosting responsibilities. One person will monitor "raised hands". One person will monitor questions written in the chat function.

Ms. Glass shared information on new technology available through Google Forms which allows the creation of a survey that includes a video. Questions submitted through the survey are automatically dropped into a Google Sheets spread sheet.

This tool, Ms. Glass continued, could be a way to let people watch the video on their own time and capture their questions.

Blog Posts: Ms. Bodnar opened discussion of the 5/31 blog post. She suggested highlighting Town Meeting logistics and the School Building votes, with links to more detailed information on each. Ms. Glass will explain what to expect at Town Meeting. She will include a schedule of upcoming videos and community forums.

Mini-Link article: The Committee discussed having a Mini-link article with details about the Town Meeting and the Vote. Ms. Glass suggested keeping it simple with an estimate of timing for the school vote and advice to allow time for registration. Ms. Bodnar volunteered to write and submit the article.

Ground-Breaking Ceremony: The Committee briefly discussed options for a quick Groundbreaking Ceremony photo. Participants would include members of the SBC, the School Committee and Tim Higgins. Ms. Glass thought that a group photo would be possible.

Approval of Minutes: Ms. Bodnar made a motion to approve the minutes of 5/21/20. Ms. Glass seconded the motion and the minutes were approved by roll call vote: Glass, aye; Bodnar, aye; Halsted, aye.

The next meeting is scheduled for June 3rd at 1:30pm.

Ms. Glass made a motion to adjourn. Ms. Halsted seconded. The motion was approved via roll call vote: Glass, aye; Halsted, aye; Bodnar, aye.

Minutes respectfully submitted by Gina Halsted