

Project Minutes

Project: Stoneham High School Feasibility Study Project No.: 20033
 Prepared by: Joel Seeley Meeting Date: 9/27/2021
 Re: School Building Committee Meeting Time: 7:00pm
 Location: Central Middle School Library and Remote Participation Meeting No: 33
 Distribution: Attendees (MF)

Attendees:

PRESENT	NAME	AFFILIATION	VOTING MEMBER
✓	Marie Christie	Co-Chair, School Building Committee	Voting Member
✓	David Bois	Co-Chair, School Building Committee; Community Member with Architecture Experience	Voting Member
✓	Nicole Nial	School Committee Member	Voting Member
✓	Raymie Parker	Select Board Member	Voting Member
✓	Douglas Gove	Community Member with Engineering Experience	Voting Member
✓	Stephen O'Neill	Community Member with Engineering Experience	Voting Member
✓	Josephine Thomson	Community Member	Voting Member
✓	Jeanne Craigie	Town Moderator	Voting Member
✓	Lisa Gallagher	Community Member, School Secretary, Past member of Middle School Building Committee	Voting Member
✓	Sharon Iovanni	Community Member	Voting Member
	Cory Mashburn	Community Member, Finance and Advisory Board	Voting Member
✓	Paul Ryder	Community Member with Construction Experience	Voting Member
Attended Remote	David Pignone	Select Board Member, Athletic Director, Member knowledgeable in educational mission and function of facility	Voting Member
✓	Kevin Yianacopolus	Local Official responsible for Building Maintenance	Voting Member
✓	Dennis Sheehan	Town Administrator / MCPPO Certified	Non-Voting Member
✓	John Macero	Superintendent of Schools, Secretary of School Building Committee	Non-Voting Member
✓	Bryan Lombardi	Stoneham High School Principal	Non-Voting Member
✓	Brian McNeil	Town Facilities Director	Non-Voting Member
	April Lanni	Town Procurement Officer / MCPPO Certified	Non-Voting Member
Attended Remote	Brooke Trivas	Perkins and Will	
Attended Remote	Patrick Cunningham	Perkins and Will	
Attended Remote	Kristy Lyons	Consigli Construction	
Attended Remote	Todd McCabe	Consigli Construction	
	Robert Smith	SMMA	
✓	Joel Seeley	SMMA	

Item #	Action	Discussion
33.1	Record	Call to Order, 7:00 PM, meeting opened.
33.2	Record	This meeting will be a hybrid meeting held both via video conference and in person and a recording of such will be posted on the Town's website.
33.3	Record	A motion was made by S. Iovanni and seconded by J. Thomson to approve the 9/13/21 School Building Committee meeting minutes. No discussion, motion passed unanimously.
33.4	Record	J. Seeley reviewed the Budget Status Report, dated 8/31/21, attached.
33.5	Record	<p>J. Seeley reviewed Warrant No. 17, attached.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> S. Iovanni asked what will happen to the unspent funds from the \$750,000 appropriation? <i>J. Seeley indicated if the votes pass, they will remain within the overall \$189.6 million budget. If the votes fail, they will remain unspent from the \$750,000 appropriation.</i> J. Craigie asked if the Geothermal Consultant will need to perform the services related to the \$19,391.72 unspent amount? <i>J. Seeley indicated no, the services were not required for their Schematic Design report. They will have services in the Design Development Phase after the votes are passed under a separate proposal.</i> <p>A motion was made by J. Craigie and seconded by R. Parker to approve Warrant No. 17. No discussion, motion passed unanimously.</p>
33.6	T. McCabe	T. McCabe to confirm when the final entry/exit driveway configuration will be constructed and if the access from Boxwood Road would remain during construction. <i>(from prior meeting)</i>
33.7	C. Serino	C. Serino will create two short videos using current footage on the Pre-K program and the Energy performance. <i>(from prior meeting)</i>
33.8	Committee	<p>J. Seeley reviewed the Calendar of Events, updated 9/23/21, attached.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> R. Parker asked if the CDC Fall Community Meeting will be recorded? <i>S. Iovanni indicated the CDC is not planning to record their meeting.</i> S. Iovanni requested Committee members attend the 10/1/21 Friday Night Football Game and let J. Macero or D. Pignone know if they will be attending in order to coordinate table and seating arrangements.
33.9	Record	J. Seeley reviewed the Special Town Meeting Booklet, attached.

Item #	Action	Discussion
		<p>Committee Discussion:</p> <ol style="list-style-type: none"> 1. J. Craigie reviewed the Town Meeting seating arrangements. Masks will be required and the voting will be by machine count. 2. M. Christie asked how long should the presentation be? <i>J. Craigie indicated the presentations should be approximately 20 minutes, followed by questions and answers. Questions will be limited to approximately 2 minutes, with debate limited to approximately 3-5 minutes.</i> 3. J. Craigie indicated she obtained a ruling that the Moderator has the right to have an opinion on and to vote on the Articles, there is no conflict of interest. 4. J. Craigie indicated there will be a meeting on Monday 10/4/21 at the High School at 1:00pm to confirm the audio-visual operation and to dry-run the presentation on the Town's computer. 5. J. Craigie indicated non-resident attendees: J. Macero, D. Sheehan, B. Trivas, P. Cunningham, D. Warner, T. McCabe, K. Lyons and J. Seeley will need to wear non-resident lanyards. 6. R. Parker asked if the Town's Robo-Call System will be used to remind residents that Town Meeting will be on Monday 10/4/21 at 7:00pm? <i>J. Craigie indicated yes.</i> 7. J. Craigie indicated residents must be registered to vote and be in-person at Town Meeting in order to vote. 8. J. Thomson asked if there will be Absentee Ballots for the 11/2/21 Ballot Vote? <i>D. Sheehan indicated yes.</i> 9. S. Iovanni asked if vaccination cards will be required to attend Town Meeting? <i>J. Craigie indicated no.</i> 10. J. Craigie asked if recycling bins can be provided in the Gymnasium. <i>B. Lombardi will make sure there are recycling bins in the Gymnasium.</i>
33.10	J. Seeley B. Trivas A. Lanni	<p>J. Seeley reviewed the Town Meeting Handout and the quote from Boyds Direct for printing 500 or 1,000 copies, both attached.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> 1. The following edits are to be made to the handout: <ol style="list-style-type: none"> a) Remove "Article 2" b) Add "Ballot Vote: November 2, 2021" 2. R. Parker asked if a QR Code document can be provided, in the event the Committee runs out of flyers at Town Meeting?

Item #	Action	Discussion
		<p>J. Seeley indicated yes, he will develop a draft and B. Trivas will brand and send out.</p> <p>A motion was made by N. Nial and seconded by J. Craigie to approve printing 1,000 copies of the handout. No discussion, motion passed unanimous.</p> <p>J. Seeley will coordinate with A. Lanni on the printing.</p>
33.11	J. Macero	<p>J. Seeley reviewed the E-Flyer for Parents of Students, attached. This will be distributed on social media by the PR Subcommittee.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> 1. J. Macero will confirm with the Town Clerk if the School Department can send out on Connect-Ed, and if ok, he will send out on Connect-Ed. <p>A motion was made by S. Iovanni and seconded by J. Thomson to approve the E-Flyer and sending out on Connect-Ed, if approved by the Town Clerk. No discussion, motion passed unanimous.</p>
33.12	PR Subcommittee	<p>Subcommittee Updates</p> <p>Public Relations Subcommittee</p> <ol style="list-style-type: none"> 1. J. Seeley reviewed the 9/15/21 PR Subcommittee Meeting minutes, attached. 2. S. Iovanni reviewed the Town Meeting Press Release, attached. 3. S. Iovanni indicated the Chalk Talk Videos by J. Macero interviewing D. Pignone and B. Lombardi are complete and are being distributed on social media. The interview with D. Sheehan will be issued 9/28/21 for distribution.
33.13	J. Seeley	Committee Questions - none
33.14	Record	Old or New Business - none
33.15	Record	Public Comment – none
33.16	Record	Next SSBC Meeting: October 12, 2021 at 7:00 pm.
33.17	Record	A Motion was made by S. Iovanni and seconded by J. Craigie to adjourn the meeting. No discussion, motion passed unanimous.

Attachments: Agenda, Budget Status Report, Warrant No. 17, Calendar of Events, Special Town Meeting Booklet, Town Meeting Handout, Boyds Direct Quote, E-Flyer for Parents of Students, 9/15/21 PR Subcommittee Meeting Minutes, Town Meeting Press Release

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes

PROJECT MEETING SIGN-IN SHEET

Project: Stoneham High School Feasibility Study Project No.: 20033.00
 Prepared by: Joel Seeley Meeting Date: 9/27/2021
 Re: School Building Committee Meeting Time: 7:00pm
 Location: Central Middle School Library and Remote Locations Meeting No: 33
 Distribution: Attendees, (MF)

SIGNATURE	ATTENDEES	EMAIL	AFFILIATION
	Marie Christie	mariechristie@comcast.net	Co-Chair, Past Member of the School Committee/Middle School Building Committee
	David Bois	bois@arrowstreet.com	Co-Chair, Community Member with Architecture Experience
	Nicole Nial	nicole.nial@stonehamschools.org	School Committee Member
	Raymie Parker	rparker@stoneham-ma.gov	Select Board Member
	Douglas Gove	goved11@gmail.com	Community Member with Engineer Experience
	Stephen O'Neill	soneill@hayner-swanson.com	Community Member with Engineer Experience
	Josephine Thomson	jthomson315@yahoo.com	Community Member, Middle School Faculty
	Jeanne Craigie	jcraigie@stoneham-ma.gov	Town Moderator
	Lisa Gallagher	lgallagher@stonehamschools.org	Community Member, School Secretary, Past member of Middle School Building Committee
	Sharon Iovanni	sharon.iovanni@stonehambank.com	Community Member
	Cory Mashburn	cory.mashburn910@gmail.com	Community Member, Finance and Advisory Board
	Paul Ryder	pryder@Cambridgema.gov	Community Member with Construction Experience
	David Pignone	dpignone@stonehamschools.org	Select Board Member, Athletic Director, Member knowledgeable in educational mission and function of facility
	Kevin Yianacopolus	kyianacopolus@stonehamschools.org	Local Official responsible for Building Maintenance
	Dennis Sheehan	dsheehan@stoneham-ma.gov	Town Administrator / MCPPO Certified
	John Macero	jmacero@stonehamschools.org	Superintendent of Schools, Secretary of School Building Committee
	Bryan Lombardi	blombardi@stonehamschools.org	Stoneham High School Principal
	Brian McNeil	brmcnell@stonehamschools.org	Facilities Director
	April Lanni	alanni@stoneham-ma.gov	Town Procurement Officer / MCPPO Certified
	Brooke Trivas	brooke.trivas@perkinswill.com	Perkins and Will
	Patrick Cunningham	patrick.cunningham@perkinswill.com	Perkins and Will
	Todd McCabe	tmccabe@consigli.com	Consigli
	Kristy Lyons	klyons@consigli.com	Consigli
	Robert Smith	rsmith@smma.com	SMMA
	Joel Seeley	jseeley@smma.com	SMMA

p:\2020\20033\04-meetings\4.3 mtg_notes\school building committee\2021\33_2021_27septembersbc meeting\schoolbuildingcommittee meetings sign-in sheet_27september2021.docx

Agenda

Project:	Stoneham High School Feasibility Study	Project No.:	20033
Re:	School Building Committee Meeting	Meeting Date:	9/27/2021
Prepared by:	Joel Seeley	Meeting Time:	7:00 PM
Location:	Central Middle School Library & Remote Participation	Meeting No.	33
Distribution:	Attendees (MF)		

1. Call to Order
2. Approval of Minutes
3. Approval of Invoices and Commitments
4. Schedule and Budget Update
5. Review Calendar of Events
6. Prepare for Town Meeting
7. Subcommittee Updates
8. New or Old Business
9. Committee Questions
10. Public Comments
11. Next Meeting: October 12, 2021
12. Adjourn

Join Go-To-Meeting:

<https://global.gotomeeting.com/join/475472389>

Dial-in: +1 (872) 240-3212 Access Code: 475-472-389

**Stoneham High School Feasibility Study
Stoneham, Massachusetts**

8/31/2021

FEASIBILITY STUDY BUDGET STATUS REPORT

ProPay Code	Description	Total Project Budget	Authorized Changes	Revised Total Budget	Total Committed	% Comtd to Date	Budget Balance	Actual Spent to Date	% Spent to Date	Projected Expenditure/ Commitments	Balance to Spend
FEASIBILITY STUDY AGREEMENT											
0001-0000	OPM Feasibility Study/Schematic Design	\$ 187,500.00	\$ (82,500.00)	\$ 105,000.00	\$ 105,000.00	100%	\$ -	\$ 105,000.00	100%	\$ -	\$ -
0002-0000	A/E Feasibility Study/Schematic Design	\$ 465,000.00	\$ (45,000.00)	\$ 420,000.00	\$ 420,000.00	100%	\$ -	\$ 420,000.00	100%	\$ -	\$ -
0003-0000	Environmental & Site	\$ 60,000.00	\$ 114,193.14	\$ 174,193.14	\$ 174,193.14	100%	\$ -	\$ 68,466.14	39%	\$ 105,727.00	\$ 105,727.00
0004-0000	Other	\$ 37,500.00	\$ 13,306.86	\$ 50,806.86	\$ 41,462.36	82%	\$ 9,344.50	\$ 27,981.34	67%	\$ 13,481.02	\$ 22,825.52
	SUBTOTAL	\$ 750,000.00		\$ 750,000.00	\$ 740,655.50		\$ 9,344.50	\$ 621,447.48	84%	\$ 119,208.02	\$ 128,552.52

**** Committed from Other**

	Amount	
Stoneham Independent	\$ 230.81	Advertisement in Stoneham Independent for Designer Procurement
Andrew T. Johnson / SMMA	\$ 383.27	Designer Proposal Production for Designer Procurement
MassSave ZNE Expert ESA	\$ 7,500.00	Cost Share for Thornton Tomasetti
Stoneham Independent	\$ 198.28	Advertisement in Stoneham Independent for CM-R Procurement - RFQ
Consigli Construction Co.	\$ 25,000.00	Cost Estimating by CM-R
Chris Serino	\$ 1,850.00	Project Promotion Video
Boyd's Direct	\$ 2,000.00	Project Boards & Informational Flyers
Perkins & Will	\$ 3,800.00	Exterior Flythrough Video Production - A - Amendment 10
Boyd's Direct	\$ 500.00	Informational Flyers
	\$ 41,462.36	

Warrant No. 17

Project: Stoneham High School, Stoneham, Massachusetts
 Prepared by: Joel G. Seeley, AIA

Project No.: 20033
 Date: 9/27/2021

School Building Committee for the Stoneham High School hereby authorizes to draw against funds for the obligations incurred for value received in services and for materials shown below:

<u>Vendor</u>	<u>Invoice No.</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>ProPay Code</u>	<u>Balance After Invoice</u>
Perkins & Will	0185860	AM7 09/24/2021	\$ 23,699.50	0003-0000	\$ 0.00
Perkins & Will	0185860	AM8 09/24/2021	\$ 35,608.28	0003-0000	\$ 19,391.72
Perkins & Will	0185860	AM9 09/24/2021	\$ 23,760.00	0003-0000	\$ 0.00
		Total	\$ 83,067.78		

 Marie Christie

 David Bois

 Nicole Nial

 Raymie Parker

 Kevin Yianacopolus

 Douglas Gove

 Stephen O'Neill

 Josephine Thomson

 Jeanne Craigie

 Lisa Gallagher

 Sharon Iovanni

 Cory Mashburn

 Paul Ryder

 David Pignone

Approved on _____

Perkins&Will

Invoice

September 24, 2021

Project No: 153010.000

Invoice No: 0185860

Dennis Sheehan
 Town of Stoneham
 Town Hall
 35 Central St
 Stoneham, MA 02180

Stoneham High School - FS-SD

Professional Services: through August 27, 2021

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Feasibility Phase	175,000.00	100.00	175,000.00	175,000.00	0.00
Schematic Design	245,000.00	100.00	245,000.00	245,000.00	0.00
Amendment #1	0.00	0.00	0.00	0.00	0.00
Survey/Wetlands-Nitsch	27,500.00	100.00	27,500.00	27,500.00	0.00
Phase 1 ESA	2,970.00	0.00	0.00	0.00	0.00
Geotechnical Services-Lahlaf	16,417.50	100.00	16,417.50	16,417.50	0.00
Hazardous Materials-UEC	4,950.00	100.00	4,950.00	4,950.00	0.00
Amendment #2	0.00	0.00	0.00	0.00	0.00
Traffic Analysis-Nelson Nygaard	18,150.00	0.00	0.00	0.00	0.00
Amendment #3	0.00	0.00	0.00	0.00	0.00
Hydrant Flow Testing-AE	1,760.00	100.00	1,760.00	1,760.00	0.00
Amendment #4	0.00	0.00	0.00	0.00	0.00
Traffic Analysis-Nelson Nygaard	-18,150.00	0.00	0.00	0.00	0.00
Amendment #5	0.00	0.00	0.00	0.00	0.00
Traffic Analysis-Nelson Nygaard	4,166.14	100.00	4,166.14	4,166.14	0.00
Amendment #6	0.00	0.00	0.00	0.00	0.00
Traffic Analysis - Vanasse	13,970.00	70.6693	9,872.50	9,872.50	0.00
Amendment #7	0.00	0.00	0.00	0.00	0.00
Geotechnical - Lahlaf	23,699.50	100.00	23,699.50	0.00	23,699.50

REMIT PAYMENTS TO Perkins&Will, Inc.
 PO Box 71181
 Chicago, IL 60694-1181

WIRE/ACH TO BMO Harris Bank
 ABA# 071000288, Acct# 3769601
 SWIFT HATRUS44

TERMS Net 30 Days

Project	153010.000	Stoneham High School - FS/SD			Invoice	0185860
Amendment #8	0.00	0.00	0.00	0.00	0.00	0.00
Geothermal - McPhail	55,000.00	64.7423	35,608.28	0.00	35,608.28	
Amendment #9	0.00	0.00	0.00	0.00	0.00	0.00
Survey - Nitsch	23,760.00	100.00	23,760.00	0.00	23,760.00	
Amendment #10	0.00	0.00	0.00	0.00	0.00	0.00
Walk Through	3,800.00	100.00	3,800.00	3,800.00	0.00	
Total Fee	597,993.14		571,533.92	488,466.14	83,067.78	
Total Fee						83,067.78
Total this Invoice						\$83,067.78

REMIT PAYMENTS TO Perkins&Will, Inc.
 PO Box 71181
 Chicago, IL 60694-1181

WIRE/ACH TO BMO Harris Bank
 ABA# 071000288, Acct# 3769601
 SWIFT HATRUS44

TERMS Net 30 Days



LGCI

Lahlaf Geotechnical Consulting, Inc.

Invoice

100 Chelmsford Road
Suite 2
Billerica, MA 01862
Phone: (978) 330-5912
Fax: (978) 330-5056
E-mail: LGCI@LGCinc.net
Bill To

Invoice for Period Ending:	4/28/2021
Invoice No.:	2022-03
Date:	4/28/2021

Perkins + Will
Ms. Brooke Trivas
225 Franklin Street
Suite 1100
Boston, MA 02110

Terms	Client No.	Project Name	Project Number	Location
Due on receipt	0940	Prop. Stoneham High School	2022	Stoneham, MA
Description		Qty	Rate	Amount
LGCI Proposal No. 20094 SD Phase Geotechnical Services - March - April 2021				
LGCI Proposal No. 20094			\$21,545.00	
Amount Previously Invoiced			\$0.00	
Current LGCI Invoice No. 2022-03			\$21,545.00	
Amount Invoiced to date			\$21,545.00	
Balance remaining from Budget amount			\$0.00	
Tasks 1a to 5				
Prepare Test Pit Location Plan for Review		1	160.00	160.00
Mark Test Pit Locations in the Field		1	700.00	700.00
Utility Clearance		1	175.00	175.00
Coordinate with and Engage Subcontractor to Perform Test Pits		1	5,460.00	5,460.00
Prevailing Wages for Subcontractor		1	1,050.00	1,050.00
Crew to Rake, Loam and Seed, and Cost of Loam and Seed		1	3,490.00	3,490.00
Crew to Pave and cost of Asphalt		1	4,750.00	4,750.00
Dispose of Excavated Asphalt		1	450.00	450.00
LGCI Engineer to Observe Test Pits		1	2,440.00	2,440.00
Laboratory Testing		1	370.00	370.00
Test Pit Logs and Interim Geotechnical Report		1	2,500.00	2,500.00
Make check payable to Lahlaf Geotechnical Consulting, Inc.				
Total due this invoice				\$21,545.00

Balance Due	\$21,545.00
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May 31, 2021
 Project No: 7189.2.TA
 Invoice No: 0069517

Perkins + Will
 225 Franklin Street, Ste. 1100
 Boston, MA 02110

Attention: Ms. Brooke Trivas
 email: bos.ap@perkinswill.com

Stoneham High School; Stoneham, Massachusetts
 Geothermal Engineering Services
 Task A: Schematic Design
 Proposal dated 7/17/20 - Budget \$10,000

Professional Services from April 1, 2021 to April 30, 2021

Professional Personnel

	Hours	Amount	
Totals	26.50	1,571.51	
Total Labor		2.5 times	1,571.51
			3,928.78
		Total this Invoice	\$3,928.78

Billings to Date

	Current	Prior	Total
Labor	3,928.78	0.00	3,928.78
Totals	3,928.78	0.00	3,928.78

Billing Backup

Tuesday, June 1, 2021

McPhail Associates, LLC

Invoice 0069517 Dated 5/31/2021

9:44:56 PM

Professional Personnel

			Hours		Amount	
00028	Paniagua, Fausto	4/22/2021	1.00	41.51	41.51	
00029	Patch, Jonathan	4/7/2021	1.00	60.00	60.00	
00029	Patch, Jonathan	4/8/2021	1.00	60.00	60.00	
00029	Patch, Jonathan	4/12/2021	1.00	60.00	60.00	
00029	Patch, Jonathan	4/14/2021	2.00	60.00	120.00	
00029	Patch, Jonathan	4/20/2021	1.50	60.00	90.00	
00029	Patch, Jonathan	4/21/2021	1.00	60.00	60.00	
00029	Patch, Jonathan	4/22/2021	1.00	60.00	60.00	
00029	Patch, Jonathan	4/23/2021	1.50	60.00	90.00	
00029	Patch, Jonathan	4/26/2021	1.00	60.00	60.00	
00029	Patch, Jonathan	4/27/2021	3.00	60.00	180.00	
00029	Patch, Jonathan	4/28/2021	4.00	60.00	240.00	
00029	Patch, Jonathan	4/29/2021	6.00	60.00	360.00	
00029	Patch, Jonathan	4/30/2021	1.50	60.00	90.00	
	Totals		26.50		1,571.51	
	Total Labor			2.5 times	1,571.51	3,928.78
				Total this Project		\$3,928.78
				Total this Report		\$3,928.78



June 25, 2021
 Project No: 7189.2.TA
 Invoice No: 0069808

Perkins + Will
 225 Franklin Street, Ste. 1100
 Boston, MA 02110

Attention: Ms. Brooke Trivas
 email: bos.ap@perkinswill.com

Stoneham High School; Stoneham, Massachusetts
 Geothermal Engineering Services
 Task A: Schematic Design
 Proposal dated 7/17/20 - Budget \$10,000

Professional Services from May 1, 2021 to May 31, 2021

Professional Personnel

	Hours	Amount	
Totals	11.00	657.08	
Total Labor			2.5 times 657.08 1,642.70
			Total this Invoice \$1,642.70

Outstanding Invoices

Number	Date	Balance
0069517	5/31/2021	3,928.78
Total		3,928.78

Billings to Date

	Current	Prior	Total
Labor	1,642.70	3,928.78	5,571.48
Totals	1,642.70	3,928.78	5,571.48

Billing Backup

Friday, June 25, 2021

McPhail Associates, LLC

Invoice 0069808 Dated 6/25/2021

8:48:52 AM

Professional Personnel

			Hours		Amount	
00139	Black, Olivia	5/6/2021	1.00	58.05	58.05	
00139	Black, Olivia	5/7/2021	.50	58.05	29.03	
00029	Patch, Jonathan	5/5/2021	1.00	60.00	60.00	
00029	Patch, Jonathan	5/6/2021	1.50	60.00	90.00	
00029	Patch, Jonathan	5/7/2021	2.00	60.00	120.00	
00029	Patch, Jonathan	5/10/2021	.50	60.00	30.00	
00029	Patch, Jonathan	5/11/2021	1.00	60.00	60.00	
00029	Patch, Jonathan	5/14/2021	.50	60.00	30.00	
00029	Patch, Jonathan	5/18/2021	.50	60.00	30.00	
00029	Patch, Jonathan	5/19/2021	1.50	60.00	90.00	
00029	Patch, Jonathan	5/27/2021	1.00	60.00	60.00	
	Totals		11.00		657.08	
	Total Labor			2.5 times	657.08	1,642.70
				Total this Project		\$1,642.70
				Total this Report		\$1,642.70



June 25, 2021
 Project No: 7189.2.TB
 Invoice No: 0069809

Perkins + Will
 225 Franklin Street, Ste. 1100
 Boston, MA 02110

Attention: Ms. Brooke Trivas
 email: bos.ap@perkinswill.com

Stoneham High School; Stoneham, Massachusetts
 Geothermal Engineering Services
 Task B: Geothermal Test Well
 Proposal dated 7/17/20 - Budget \$40,000
 Revised Proposal dated 5/7/21 - Budget \$25,000

Professional Services from May 1, 2021 to May 31, 2021

Fee

Total Fee	25,000.00			
Percent Complete	100.00	Total Earned	25,000.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	25,000.00	
		Total Fee		25,000.00
			Total this Invoice	\$25,000.00

Billings to Date

	Current	Prior	Total
Fee	25,000.00	0.00	25,000.00
Totals	25,000.00	0.00	25,000.00



July 26, 2021

Project No: 7189.2.TA

Invoice No: 0070123

Perkins + Will
 225 Franklin Street, Ste. 1100
 Boston, MA 02110

Attention: Ms. Brooke Trivas
 email: bos.ap@perkinswill.com

Stoneham High School; Stoneham, Massachusetts
 Geothermal Engineering Services
 Task A: Schematic Design
 Proposal dated 7/17/20 - Budget \$10,000

Professional Services from June 1, 2021 to June 30, 2021

Professional Personnel

	Hours	Amount	
Totals	12.00	720.00	
Total Labor			2.5 times
		720.00	1,800.00
			Total this Invoice
			\$1,800.00

Outstanding Invoices

Number	Date	Balance
0069517	5/31/2021	3,928.78
0069808	6/25/2021	1,642.70
Total		5,571.48

Billings to Date

	Current	Prior	Total
Labor	1,800.00	5,571.48	7,371.48
Totals	1,800.00	5,571.48	7,371.48



Billing Backup

Monday, July 26, 2021

McPhail Associates, LLC

Invoice 0070123 Dated 7/26/2021

6:15:51 PM

Professional Personnel

			Hours		Amount	
00029	Patch, Jonathan	6/7/2021	4.00	60.00	240.00	
00029	Patch, Jonathan	6/8/2021	2.00	60.00	120.00	
00029	Patch, Jonathan	6/10/2021	2.00	60.00	120.00	
00029	Patch, Jonathan	6/11/2021	2.00	60.00	120.00	
00029	Patch, Jonathan	6/15/2021	.50	60.00	30.00	
00029	Patch, Jonathan	6/22/2021	1.00	60.00	60.00	
00029	Patch, Jonathan	6/23/2021	.50	60.00	30.00	
	Totals		12.00		720.00	
	Total Labor			2.5 times	720.00	1,800.00

Total this Project \$1,800.00

Total this Report \$1,800.00



2 Center Plaza, Suite 430
 Boston, MA 02108-1928
 T: 617-338-0063
 F: 617-338-6472
www.nitscheng.com

Robert Brown
 Perkins & Will
 225 Franklin Street, Suite 1100
 Boston, MA 02110

April 15, 2021
 Project No: 14166.1
 Invoice No: 72273

Project 14166.1 Stoneham High School Land Survey/Wetlands Delineation
Professional Services from February 28, 2021 to March 27, 2021

Task 010 Boundary Survey – Additional Services

Fee				
Total Fee		21,600.00		
Percent Complete	75.00	Total Earned	16,200.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	16,200.00	
		Total Fee		16,200.00
			Total this Task	\$16,200.00
			Total this Invoice	\$16,200.00



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Robert Brown
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 225 Franklin Street, Suite 1100
 Boston, MA 02110

May 11, 2021
 Project No: 14166.1
 Invoice No: 72618

Project 14166.1 Stoneham High School Land Survey/Wetlands Delineation
Professional Services from March 28, 2021 to April 24, 2021

Task 010 Boundary Survey – Additional Services

Fee				
Total Fee	21,600.00			
Percent Complete	90.00	Total Earned	19,440.00	
		Previous Fee Billing	16,200.00	
		Current Fee Billing	3,240.00	
		Total Fee		3,240.00
			Total this Task	\$3,240.00
			Total this Invoice	\$3,240.00

Outstanding Invoices

Number	Date	Balance
72273	4/15/2021	16,200.00
Total		16,200.00



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Robert Brown
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 225 Franklin Street, Suite 1100
 Boston, MA 02110

June 14, 2021
 Project No: 14166.1
 Invoice No: 72925

Project 14166.1 Stoneham High School Land Survey/Wetlands Delineation
Professional Services from April 25, 2021 to May 29, 2021

Task 010 Boundary Survey – Additional Services

Fee				
Total Fee	21,600.00			
Percent Complete	100.00	Total Earned	21,600.00	
		Previous Fee Billing	19,440.00	
		Current Fee Billing	2,160.00	
		Total Fee		2,160.00
			Total this Task	\$2,160.00
			Total this Invoice	\$2,160.00

Outstanding Invoices

Number	Date	Balance
72618	5/11/2021	3,240.00
Total		3,240.00

STONEHAM HIGH SCHOOL
CALENDAR OF EVENTS SCHEDULE

Event	Location	Date	Time	SSBC Action	Comments
Community Events					
Farmer's Market	Town Common	Thursday, July 1, 2021	2:30PM - 6:30PM	Flyer handout	
Concerts on the Common: Grand Theft Audio	Town Common	Thursday, July 1, 2021	7:00PM - 9:00PM	Flyer handout	
Farmer's Market	Town Common	Thursday, July 8, 2021	2:30PM - 6:30PM	Flyer handout	
Concerts on the Common: The Erlenmeyers	Town Common	Thursday, July 8, 2021	7:00PM - 9:00PM	Flyer handout	
Farmer's Market	Town Common	Thursday, July 15, 2021	2:30PM - 6:30PM	Flyer handout	
Concerts on the Common: The Stumps	Town Common	Thursday, July 15, 2021	7:00PM - 9:00PM	Flyer handout	
Farmer's Market	Town Common	Thursday, July 22, 2021	2:30PM - 6:30PM	Flyer handout	
Concerts on the Common: Steve Savio & Seabreeze	Town Common	Thursday, July 22, 2021	7:00PM - 9:00PM	SSBC Table, Start @ 6:00PM, Poster Board & Flyers	
Senior Center / Council on Aging	Senior Center	Thursday, July 29, 2021	11:00 AM	Powerpoint Presentation, Poster Board & Flyers	
Farmer's Market	Town Common	Thursday, July 29, 2021	2:30PM - 6:30PM	SSBC Table, Poster Board & Flyers	
Concerts on the Common: Joanie Cicutelli & Cool Fuel	Town Common	Thursday, July 29, 2021	7:00PM - 9:00PM	Flyer insert in program	
Farmer's Market	Town Common	Thursday, August 5, 2021	2:30PM - 6:30PM	Flyer handout	
Concerts on the Common: Munk Duane & Soul Jacker	Town Common	Thursday, August 5, 2021	7:00PM - 9:00PM	Flyer insert in program	
Farmer's Market	Town Common	Thursday, August 12, 2021	2:30PM - 6:30PM	Flyer handout	
SSBC Drop-In Nights	Town Hall	Wednesday, August 18, 2021	4:00PM - 6:00PM	SSBC Table, Poster Board & Flyers	
Farmer's Market	Town Common	Thursday, August 19, 2021	2:30PM - 6:30PM	Flyer handout	
Farmer's Market	Town Common	Thursday, August 26, 2021	2:30PM - 6:30PM	Flyer handout	
Farmer's Market	Town Common	Thursday, September 2, 2021	2:30PM - 6:30PM	Flyer handout	
Farmer's Market	Town Common	Thursday, September 9, 2021	2:30PM - 6:30PM	Flyer handout	
Farmer's Market	Town Common	Thursday, September 16, 2021	2:30PM - 6:30PM	Flyer handout	
Stoneham Town Day	Town Common	Saturday, September 18, 2021	11:00AM - 4:00PM	SSBC Table, Poster Board & Flyers	
Farmer's Market	Town Common	Thursday, September 23, 2021	2:30PM - 6:30PM	Flyer handout	
SSBC Drop-In Nights	Town Hall	Tuesday, September 28, 2021	6:30PM - 8:00PM	SSBC Table, Poster Board & Flyers	
Stoneham Community Development Corporation	Stoneham High School	Wednesday, September 29, 2021	7:00PM - 9:00PM	Powerpoint Presentation, Poster Board & Flyers	Tour Prior - 6:30-7:00PM
School Events					
Building Tour	Stoneham High School	Wednesday, July 21, 2021	10:00AM - 11:30PM	Poster Board & Flyers	
Building Tour	Stoneham High School	Tuesday, July 27, 2021	1:00PM - 2:30PM	Poster Board & Flyers	
Building Tour	Stoneham High School	Wednesday, August 18, 2021	7:00PM - 8:30PM	Poster Board & Flyers	
Kindergarten Playdate	South Elementary School	Monday, August 23, 2021	9:00AM - 10:00AM	Flyer handout	
Building Tour	Colonial Park Elementary	Thursday, August 26, 2021	1:00PM - 2:00PM	Poster Board & Flyers	
Kindergarten Playdate	Colonial Park Elementary	Tuesday, August 31, 2021	1:30PM - 3:00PM	Flyer handout	
Kindergarten Playdate	Robin Hood Elementary	Tuesday, August 31, 2021	2:00PM - 3:00PM	Flyer handout	

STONEHAM HIGH SCHOOL
CALENDAR OF EVENTS SCHEDULE

Event	Location	Date	Time	SSBC Action	Comments
South Elementary School PTO Meeting	Virtual	Wednesday, September 8, 2021	7:15PM	Presentation	
Back to School Picnic	Robin Hood Elementary School	Thursday, September 9, 2021	6:00PM - 7:30PM	Flyer handout	
Back to School Picnic	Colonial Park Elementary	Friday, September 10, 2021	5:00PM - 7:00PM	Flyer handout	
Back to School Picnic	South Elementary School	Friday, September 10, 2021	5:30PM - 7:00PM	Flyer handout	
Back to School Night	Robin Hood Elementary School	Tuesday, September 14, 2021	6:30PM - 7:30PM	Poster Board & Flyers	
Building Tour	Stoneham High School	Friday, September 17, 2021	5:00PM - 6:30PM	Poster Board & Flyers	Prior to Varsity Football Game
Back to School Night	Central Middle School	Tuesday, September 21, 2021	6:00PM - 8:30PM	Poster Board & Flyers	
Back to School Night	Colonial Park Elementary	Wednesday, September 22, 2021	6:30PM - 7:30PM	Poster Board & Flyers	SSBC Member to speak
Back to School Night	Stoneham High School	Wednesday, September 22, 2021	6:30PM - 8:00PM	Poster Board & Flyers	
Building Tour	Stoneham High School	Friday, September 24, 2021	5:00PM - 6:30PM	Poster Board & Flyers	Prior to Varsity Football Game
Building Tour	Stoneham High School	Wednesday, September 29, 2021	6:00PM - 7:00PM	Poster Board & Flyers	Prior to CDC Meeting Presentation
Building Tour	Stoneham High School	Friday, October 1, 2021	5:00PM - 6:30PM	Poster Board & Flyers	Prior to Varsity Football Game
Back to School Night	South Elementary School	Wednesday, October 6, 2021	6:00PM - 7:00PM	Poster Board & Flyers	
School Sports Events					
Swimming: Lexington @ Stoneham	Medford High School	Thursday, September 9, 2021	3:45PM	Flyer handout	
Boys V/JV Soccer: Lexington @ Stoneham	Stoneham High School	Friday, September 10, 2021	4:00PM	Flyer handout	
V/JV Field Hockey: Belmont @ Stoneham	Stoneham High School	Monday, September 13, 2021	4:00PM	Flyer handout	
V/VJ/FR Volleyball: Belmont @ Stoneham	Stoneham High School	Monday, September 13, 2021	5:30PM	Flyer handout	
Cross-Country: Reading @ Stoneham	Colonial Park Elementary	Tuesday, September 14, 2021	4:00PM	Flyer handout	
Girls V/JV Soccer: Belmont @ Stoneham	Stoneham High School	Tuesday, September 14, 2021	4:00PM	Flyer handout	
Boys V Football: St. Bernard's HS @ Stoneham	Stoneham High School	Friday, September 17, 2021	6:30PM	SSBC Table, Poster Board & Flyers	
Boys V/JV Soccer: Woburn @ Stoneham	Stoneham High School	Saturday, September 18, 2021	10:00AM	Flyer handout	
Girls V Field Hockey: Bedford @ Stoneham	Stoneham High School	Saturday, September 18, 2021	10:00AM	Flyer handout	
V/VJ/FR Volleyball: Burlington @ Stoneham	Stoneham High School	Tuesday, September 21, 2021	5:30PM	Flyer handout	
Swimming: Woburn @ Stoneham	Medford High School	Wednesday, September 22, 2021	3:45PM	Flyer handout	
Boys V/JV Soccer: Melrose @ Stoneham	Stoneham High School	Wednesday, September 22, 2021	4:00 PM	Flyer handout	

STONEHAM HIGH SCHOOL
CALENDAR OF EVENTS SCHEDULE

Event	Location	Date	Time	SSBC Action	Comments
V/JV Field Hockey: Burlington @ Stoneham	Stoneham High School	Thursday, September 23, 2021	4:00PM	Flyer handout	
Girls V/JV Soccer: Burlington @ Stoneham	Stoneham High School	Friday, September 24, 2021	4:00PM	Flyer handout	
Boys V Football: Dennis Yarmouth RHS @ Stoneham	Stoneham High School	Friday, September 24, 2021	6:30PM	SSBC Table, Poster Board & Flyers	
V/VJ/FR Volleyball: Wakefield @ Stoneham	Stoneham High School	Monday, September 27, 2021	5:30PM	Flyer handout	
Boys V/JV Soccer: Wilmington @ Stoneham	Stoneham High School	Tuesday, September 28, 2021	4:00PM	Flyer handout	
Swimming: Melrose @ Stoneham	Medford High School	Wednesday, September 29, 2021	3:45PM	Flyer handout	
V/JV Field Hockey: Wakefield @ Stoneham	Stoneham High School	Wednesday, September 29, 2021	V @ 4:00PM JV @ 5:15PM	Flyer handout	
Girls V/JV Soccer: Wakefield @ Stoneham	Stoneham High School	Thursday, September 30, 2021	4:00PM	Flyer handout	
Girls V Volleyball: Somerville @ Stoneham	Stoneham High School	Friday, October 1, 2021	5:30PM	Flyer handout	
Football: Wakefield @ Stoneham	Stoneham High School	Friday, October 1, 2021	6:30PM	SSBC Table, Poster Board & Flyers	
JV Football: Wakefield @ Stoneham	Stoneham High School	Saturday, October 2, 2021	10:00AM	Flyer handout	
Other					
Stone Zoo: T-Rex Adventure	Stone Zoo	April 16, 2021 - September 6, 2021	All Day	Flyer handout	
Stone Zoo: Flamingo	Stone Zoo	Saturday, July 31, 2021	6:00PM - 8:30 PM	Flyer handout	
Greater Boston Stage Company / Scarborough Fair: A Simon & Garfunkel Experience	395 Main Street, Stoneham	August 21-29, 2021	Misc Times	Flyer handout	
Stone Zoo: Ales & Tails	Stone Zoo	Saturday, August 21, 2021	5:00PM - 7:30 PM	Flyer handout	
Greater Boston Stage Company: 39 Steps	395 Main Street, Stoneham	September 23 - October 10, 2021	Misc Times	Flyer handout	

Special Town Meeting
October 4, 2021
7:00PM



Motions and Recommendations
Submitted by the Select Board

TOWN MEETING CHECKLIST

The Town Moderator is committed to making the Monday, October 4 Special Town Meeting at Stoneham High School safe and efficient for all. COVID-19 has created some new rules and the boxes below highlight some things to know for this meeting.



Check-in begins at 6:30 PM. Meeting starts at 7 PM.



Masks are required unless medically unable to do so with proof.



There will be no child care provided on-site.



Raising your hand to speak



Reserved seating available for those with mobility challenges



No outside food. Only water is allowed.



Be respectful of others



Remain seated once meeting is over



Please do not gather after meeting



Monday, October 4 at 7 PM
STONEHAM HIGH SCHOOL

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Protocol for the October Town Meeting 10/4/21

Town Moderator Update Protocols for 10/4/21 Town Meeting 7:00pm

In the interest of providing a safe environment for the conduct of our Special Town Meeting and in concert with the overriding effort to protect the public and Town employees during the COVID-19 pandemic, the following protocols and procedures will be implemented. All plans and operating procedures have been approved by the Stoneham Board of Health and reviewed by Town and Public Safety officials and other stakeholders. All the usual standards and accommodations of our Town Meetings will continue, other than where noted.

We will use one entrance for voters: The last door to Gymnasium on far right of high school. The main entrance at the high school will be for those who need assistance or who have disabilities. Seating will be in chairs in the gymnasium and on bleachers. All voters attending will wear masks.

My primary interest is to assure both the safety and legitimacy of our Town Meeting. Updates to these protocols as well as availability of all Town Meeting resources and information can be found at www.stoneham.gov.

We will ask that you sit down and remain in your seats after you have checked in.

The front tables on the floor will be reserved for the Town Administrator, Superintendent of Schools, Chair of Finance and Advisory Board, Town Accountant, Select Board, School Building Committee, and any other person deemed necessary with permission of Moderator. Seats on gym floor will be reserved for overflow of committee members.

Risk

- Continuous risk assessment and contingent planning are being conducted throughout the planning of this event and will remain ongoing during the period leading up to Town Meeting. Data related to the spread of COVID-19 in our town strongly suggests that community spread of COVID-19 has significantly slowed and the number of active cases is diminishing. This data supports the responsible phased re-opening and reconstitution of many public and private functions in our town and statewide. If during the period leading to the event community spread or other conditions related to COVID-19 change, local health officials will provide input on the

risk assessment. In the case of a negative risk assessment, the Moderator has the ability to postpone the meeting due to a public health/safety issue.

- A record of attendees and participants will be maintained should there be a need for contact tracing.
- All staff and volunteers associated with this event have reviewed and acknowledged the Town of Stoneham COVID-19 Employee Guidance and participated in the self-screening/self-certifying process.

Venue

- The meeting will be held indoor at Stoneham High School Gymnasium. We have purchased large air purifiers to mitigate the air circulation and all doors will remain open.
- Parking for those with disabilities will be available.
- Automobile access will be one way through the entrance at the high school
- Two pedestrian entrances to the building are provided, one fully accessible, and both will be clearly marked.

Pre-meeting and Check-in

- In order to assist in planning we are asking all citizens to respect our space limitations which will be strictly adhered to.
- Check-in will begin at 6:30 p.m. Voters and attendees will line up at each entry point. The line to check-in will be self-managed. Please use good judgement.
- Signage detailing safety protocols will be posted at the entrances
- The Select Board's Declaration of the State of Emergency has been lifted but, we all need to be vigilant during this phase and all individuals must wear a mask while attending Town Meeting. Individuals who are unable to wear a mask due to a medical condition or disability are exempt from this requirement and will be accommodated. No children will be allowed to attend this meeting, **there will be no childcare services.**

- Masks or face coverings will be required upon exiting from your automobile and remain in place throughout check-in and the meeting. If a resident cannot wear a mask for medical reasons a separate area will be set up to accommodate voters without face coverings. The Town will provide masks for those who do not have them. Anyone who is able to wear a mask and refuses to do so will be considered out of compliance with the Health Department's protocols.
- All presentations for the meeting will be available at least 24 hours ahead of time at www.stoneham-ma.gov down load them to a laptop, phone or other device, if available.
- Paper copies of each presentation will be printed a minimum of 72 hours beforehand and be provided to all who wish. Petitioners with presentations must provide them to the moderator at least 7 days before the meeting and assure sufficient copies for all anticipated attendees.
- Visual screens will be available at the meeting in each room as well as hearing devices.

Seating

- All seats, materials, implements and venue will be properly sanitized before the meeting. Seats will be set up for single attendees, specially arranged will be available for anyone with mobility issues. There will be clear paths to microphones for debate.
- You will be asked to remain in your seats and area at all times except to speak, utilize a rest room, or exit the venue.
- Only water will be allowed in the gymnasium. Please plan to bring your own water.
- No congregating of people will be allowed at any time.
- All seating will be directly off a dedicated aisle so that no crossing of paths to a seat is necessary. Please follow the directions to assure safe seating.
- All foot traffic will be one way at all times. Traffic flow patterns will be indicated.
- As a reminder attendees have a shared obligation for the safety of each of our neighbors in attendance.

- Only registered voters and family members will be allowed in the venue. All non-voters will be escorted to stage. A non-voter with business at the meeting must be pre-cleared for attendance by the moderator at least 72 hours before commencement of the meeting.

The Meeting

- The meeting will be conducted as close to our normal experience as possible while adhering to the deliberative process of any town meeting.

- It is important for all of us to abide by physical distancing standards and other proper decorum to ensure that we are not creating unnecessary risks to our health and well-being of others during this pandemic.

- Your courtesy is sought to limit comment and questions to that which is necessary and non-repetitive. Statements simply stating support or opposition are discouraged. Questions and new information are encouraged for the benefit of the meeting.

- Efforts by town officials and other petitioners are ongoing to make citizens fully aware prior to the meeting of the articles and their merit.

- Expect that the Moderator will take articles in order of the Warrant. The most important expedient matter will be discussed first then on to the most important articles of the evening.

- There may be a voice vote. All votes will be dealt with separately. We will use the voting machines for both articles that pertain to the school building projects. The declaration of the vote will be made by the Moderator after the Town Clerk finishes counting and processing the ballots.

- If we do not complete the full warrant, the meeting may be adjourned to a proximate date or dissolved with full intent to hold a subsequent meeting in the moderate future, as necessary. The latter may be necessary, if we can't conclude the meeting in one night,

- Considering debate is a hallmark of Town Meeting, microphones will be set in strategic places in gymnasium. Should one wish to speak, raise your hand and please stand at your seats until recognized by the Moderator.

- Face coverings may be removed when an attendee, speaks but only for the period when one is speaking. This is a universal standard for all, including officials and the Moderator.

- Motions made and seconded under the articles will go to debate. They will be read unless they are readily available in pre-printed and downloaded form. Please be sure to review the report of the Finance and Advisory Board and the complete preprinted warrant available at www.Stoneham-ma.gov

Post Meeting and Other Matters

- When the meeting is adjourned, please stay in place. A metered process will be directed by staff to ensure safe and orderly exit. The Social Monitors will release attendees from the back of the hall. Please follow directions, adhering to all directions.
- Stoneham Police Department will assist with traffic and encourage gatherings to disperse.
- In the event of poor weather forecast the meeting may be postponed. A reverse 911 call will alert all and notice will be posted on the town web site. See Weather Protocol below for full details.
- Bathrooms are located in back lobby of high school.
- Hand sanitizing stations will be available throughout the venue.
- Town Meeting will be broadcast live on Comcast Channel 22, Verizon Channel 36, RCN Channel 15.

Weather Protocol

- If at that time there is some indicator of an extreme weather factor (predicted storm(s), extreme heat/cold) the event will be evaluated and public notified by reverse 911 call
- One day prior the predicted weather for the time of the event will be evaluated. If the weather will not support the event it will be deemed a “no go” and postponed.
- Due to the logistical concerns and set up requirements, an early decision should be made. The lines for check in may be long so we want all to be safe.

Each citizen needs to make their own judgment whether to attend. I respect your personal decision and endeavor to make the conduct of the meeting as safe as reasonably possible, guided by state and local public health authorities. I want to ensure public health and safety is our first

concern. Please know that the Governor has signed emergency legislation authorizing the Moderator, after consulting public health officials and the Select Board, to recess the meeting for up to 30 days, and to do so repeatedly if necessary. I will be monitoring the situation with State and Town officials, and if necessary will not hesitate to reschedule the meeting in order to preserve the safety of our neighbors and the legitimacy of Town Meeting as a deliberative legislative body.

Open Town Meeting is your right, as your Moderator, I ask you to not come if you are ill or unable to adhere to the rules of the “new” normal Town Meeting. These are challenging times and we need everyone’s cooperation and trust for your safety and those of us in leadership!

Jeanne E. Craigie

Moderator Town of Stoneham

DEFINITION OF TERMS

CHERRY SHEET – So-called because of its color, this is a balance sheet issued each year by the State. It charges our Town with its share of expenses for running various state agencies and county government. It credits our Town with its share of corporate excise tax, income tax, sales and use tax and Massachusetts School funds (State Aid). The Assessors are required to use the estimates in developing the tax rate.

APPROPRIATION – An authorization by Town Meeting to spend money for a particular purpose.

AVAILABLE FUNDS – (Sometimes called “Free Cash”) Money left over from the previous fiscal year as a result of budget under runs and/or under estimates of revenues.

GENERAL FUND – The fund into which the general (non-earmarked) revenues of the municipality are deposited and from which money is appropriated to pay the general expenses of the municipality.

LOCAL RECEIPTS – Also called “Estimated Receipts”. Examples are motor vehicles excise tax, license and permit fees, and interest income; all of which must be “estimated” in projecting annual budget funding sources.

OVERLAY – The overlay is the amount raised by the Assessors in excess of appropriations and other charges for the purpose of creating a fund to cover abatements granted and avoiding fractions.

BOND ANTICIPATION NOTE (BAN) – Short-term note of a government, sold in anticipation of bond issuance. BANs are full faith and credit obligations.

RESERVE FUND – A sum appropriated at Town Meeting, not to exceed 5% of the tax levy for that fiscal year. This fund is to provide for extraordinary or unforeseen expenditures. No direct drafts against this fund can be made, but transfers from the Fund may be voted by the Finance and Advisory Board.

REVOLVING FUNDS – These accounts can contain money either from specific sources or from taxation or both. The Treasurer can draw money from these accounts without an appropriation by town meeting vote. None of these funds go to Surplus Revenue on June 30th.

PARLIAMENTARY PROCEDURE: A REFERENCE SHEET FOR TOWN MEETING

Parliamentary law is based on the premise that a deliberating body of persons is a free agent that the will of the majority prevails, but that the rights of all members of the group are respected.

The descriptions below pertain to some major elements and rules and methods used when a meeting follows parliamentary procedure, such as a Town Meeting. It was drawn up abbreviated in this form to assist you in understanding and participating in the procedures at Town Meeting.

- 1) **A MOTION** is a proposal that the assembly take a certain action or position. It is necessary to obtain the floor before one can make a specific motion and open it for discussion by the group. The motion must also be submitted in writing. Most motions must be seconded. (An exception would be a question of order, or an inquiry, etc.)
- 2) **TO OBTAIN THE FLOOR** it is necessary to be recognized by the Chairperson or Moderator. One should stand, address the chair: “Mr. Moderator” and be acknowledged. The speaker should state his name and address for the record. A member who has already had the floor in debate of a certain pending question may not debate the question again, provided the floor is claimed by one who has not yet spoken on that question.
- 3) **AN AMENDMENT** is a secondary motion, which charges the original motion somewhat (by adding or deleting a word or phrase, or substituting word or words). The amendment is voted on, the debate returns to the original motion, as amended, if the amendment is approved.
- 4) **DEBATE** refers to the discussion of the merits of the proposal or opposition to it; sometimes the Moderator will alternate speakers for and against the motion. Debate must pertain to the immediate pending question only - - the motion on the floor. Irrelevant issues are out of order.
- 5) **MOVE OR CALL THE QUESTION** is a motion that supersedes a previous motion and is a method to end debate. When the question has been moved, the Moderator calls for a vote to end debate; if two-thirds of the assembly votes yes, the debate is ended, and the group must then vote on the pending question. If the vote fails, debate resumes.
- 6) **PUTTING THE QUESTION** – when the debate ends, the Moderator asks if the group is ready for the question, fully states the motion to be voted on, and then calls for the “ayes” and “nays”.
- 7) **MOVE FOR RECONSIDERATION** – A motion can only be reconsidered once, so, often at Town Meetings proponents of a motion which has passed will move to reconsider, and ask that the assembly vote no, so that the matter is closed. However,

if an assembly agrees by a two-thirds vote to reconsider a proposal, the debate opens as if the previous debate has not already taken place.

- 8) **CONSENT AGENDA-** A consent agenda's purpose is to act expeditiously upon certain types of articles that historically have generated no controversy and can reasonably be voted upon without debate. With a consent agenda, a number of articles can be addressed with a single vote, thereby ensuring that a greater proportion of Town Meeting's time is dedicated to articles that are the subject of genuine debate.

When the Consent Agenda is called, the Moderator will read out the number of each article, one by one. If a voter has a question or concern about a particular article's inclusion on the Consent Agenda, s/he should say "hold" when the article's number is called. If the purpose of the "hold" is only to ask a simple question, the Moderator will attempt to get the question answered quickly with the goal of leaving the article on the Consent Agenda. Failing that, or if the article is held for debate, the article will be removed from the Consent Agenda. After each article has been called, the Moderator will ask Town Meeting to pass all articles on the Consent Agenda that have not been otherwise removed in two separate votes (one for motions requiring a majority vote and one for motions requiring a 2/3rds vote, if any). It is hoped that voters will remove articles from the Consent Agenda only in cases where genuine concern exists.

Prepared by the League of Women Voters of Stoneham. Roberts Rules of Order used as a reference.

MOTIONS AND RECOMMENDATIONS

Article 1: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of \$625,000 for capital projects, including all incidental and related costs, all as set forth below, or take any action relative thereto.

Department	Amount	FY22 Funded Projects (Bonding)	Funding Source
Public Works	\$ 100,000.00	Streets and Sidewalks	Free Cash
Police	\$ 70,000.00	Marked Vehicle	Free Cash
Facilities	\$ 455,000.00	Town Wide Building and Roof Improvements	Free Cash
Total	625,000.00		

Select Board

Motion: Move that the Town vote to transfer from surplus revenue (Free Cash) a sum not to exceed \$625,000 (six hundred twenty-five thousand) for the Capital Projects set forth above, said funds to be expended under the general supervision of the Town Administrator and supervision of the department head for which the sums have been appropriated.

Moving Party: Select Board

Required Vote: Majority Vote

Select Board: Favorable (5-0)

Finance and Advisory Board: Favorable (10-0)

Comment:

Article 2: To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the Stoneham School Building Committee for planning, designing, constructing, originally equipping and furnishing the New Stoneham High School located at 149 Franklin Street, Stoneham, Massachusetts, which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the Town may be eligible for a school construction grant from the Massachusetts School Building Authority (“MSBA”). The Town acknowledges that the MSBA’s grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant

approved by and received from the MSBA shall be the sole responsibility of the Town. Any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) fifty-five and one-tenth percent (55.10%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA, or do anything in relation thereto.

Select Board

Motion: That the Town vote to appropriate the amount of one hundred eighty-nine million five hundred ninety-three thousand five hundred ninety-four dollars (\$189,593,594) for the purpose of paying costs of planning, designing, constructing, originally equipping and furnishing the New Stoneham High School located at 149 Franklin Street, Stoneham, Massachusetts, including the payment of all costs incidental or related thereto (the “Project”), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children for at least 50 years, and for which the Town may be eligible for a grant from the Massachusetts School Building Authority (“MSBA”), said amount to be expended under the direction of the Stoneham School Building Committee; and further, to meet this appropriation the Town Treasurer with the approval of the Select Board, is authorized to borrow said amount under M.G.L. Chapter 44, or pursuant to any other enabling authority; and further, that the Town acknowledges that the MSBA’s grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; provided further that any grant that Town may receive from the MSBA for the Project shall not exceed the lesser of (1) fifty-five and one-tenth percent (55.10%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; provided that any appropriation hereunder shall be subject to and contingent upon an affirmative vote of the Town to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. 59, Section 21C (Proposition 2½); and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town and the MSBA. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to project costs in accordance with G.L. c.44, Section 20, thereby reducing the amount authorized to be borrowed for the project by a like amount.

Moving Party: Select Board

Required Vote: 2/3rds Vote

Select Board: Favorable (5-0)

Finance and Advisory Board: Favorable (10-0)

Comment:

Article 3: To see if the Town will approve the \$317,422,620 borrowing authorized by the Northeast Metropolitan Regional Vocational School District Committee, for the purpose of paying costs of designing, engineering, constructing and equipping the New Northeast Metropolitan Regional Vocational School and related athletic facilities located at 100 Hemlock Road in Wakefield, MA 01880, including the payment of all costs incidental or related thereto (the “Project”), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority (“MSBA”), said amount to be expended at the direction of Northeast Metropolitan Regional Vocational School Committee. The Town’s estimated share of the District’s debt for this purpose, exclusive of interest, and based upon current enrollments, is approximately \$19,823,427, which amount will be reduced to the extent of MSBA grants received by the District, resulting in an estimated net share of principal allocable to the Town, exclusive of interest, of approximately \$11,027,054. The MSBA’s grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Project shall not exceed the lesser of (1) seventy-six and eighty-four one hundredths percent (76.84%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; or take any other action relative thereto.

Select Board

Motion: That the Town hereby approves the three hundred seventeen million four hundred twenty-two thousand six hundred twenty dollars (\$317,422,620) borrowing authorized by the Northeast Metropolitan Regional Vocational School District Committee, for the purpose of paying costs of designing, engineering, constructing and equipping the New Northeast Metropolitan Regional Vocational School and related athletic facilities located at 100 Hemlock Road in Wakefield, MA 01880, including the payment of all costs incidental or related thereto (the “Project”), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority (“MSBA”), said amount to be expended at the direction of Northeast Metropolitan Regional Vocational School Committee; that the Town’s estimated share of the District’s debt for this purpose, exclusive of interest, and based upon current enrollments, is approximately nineteen million eight hundred twenty-three thousand four hundred twenty-seven dollars (\$19,823,427) which amount will be reduced to the extent of MSBA grants received by the District, resulting in an estimated net share of principal allocable to the Town, exclusive of interest, of approximately eleven million twenty-seven thousand fifty-four dollars (\$11,027,054); that the Town acknowledges that the MSBA’s grant program is a non-entitlement, discretionary program based on need, as determined by the

MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that District may receive from the MSBA for the Project shall not exceed the lesser of (1) seventy-six and eighty-four one hundredths percent (76.84%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; and that the amount of borrowing authorized by the District shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA.

Moving Party: Select Board

Required Vote: 2/3rds Vote

Select Board: Favorable (5-0)

Finance and Advisory Board: Favorable (10-0)

Comment:

Project Schedule

With the successful passage of both the Town Meeting and Ballot Vote, the project will move into the detailed design phases where the architect will develop the design and construction plans. Construction would start in summer 2022 with the new school opening in the summer of 2024. The demolition of the existing school will then occur, followed by the construction of the playfields in early 2025.

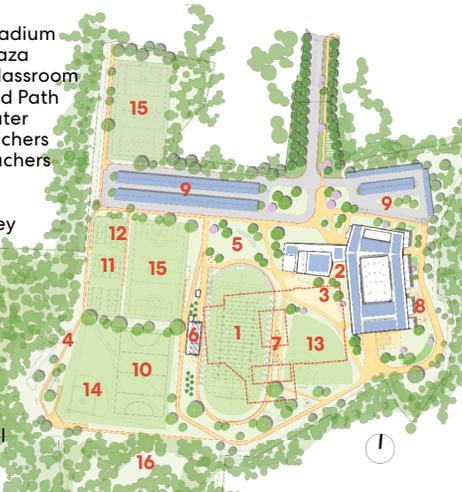
Project Cost

The total project cost is approximately \$189.6 million. The MSBA has reviewed the project and voted on Aug 25, 2021 to approve the new Stoneham High School and provide an estimated grant of \$49.0 million to help fund the project. The estimated cost to Stoneham residents, after the grant, is \$140.6 million, which equates to an average annual tax impact of approximately \$1.44 per \$1,000 of assessed residential value on a 30-year fixed bond with an estimated 3.0% interest rate. On the average home assessed at \$577,700, the estimated tax increase is an average of \$832 per year.

Site Plan

1. Spartan Stadium
2. Spartan Plaza
3. Outdoor Classroom
4. Landscaped Path
5. Amphitheater
6. Home Bleachers
7. Visitor Bleachers
8. Pre-K Play
9. Parking
10. Field Hockey
11. Tennis
12. Pickleball
13. Softball
14. Baseball
15. Soccer
16. Wetlands

- Existing
- School
- Solar Panel Array



School Design

The proposed new building will be sited on the current Franklin Street property in the southeast corner, on what is currently a practice field. The building design is comprised of two wings, connected by Spartan Place on the first floor and a media bridge on the second floor. The east side of the building will house the District Offices, the High School offices, the Pre-Kindergarten Program including eight classrooms, academic classrooms on the second and third floors, a gymnasium with an elevated walking track and skylights, and the food service and cafeteria area with access to Spartan Plaza, an outdoor seating and classroom space. The west side of the building will be two stories with a state-of-the-art Auditorium with media spaces, music and choral class spaces and maker spaces.

Site Design

The design also includes an amphitheater for outdoor school and community cultural events, community walking paths around the perimeter of the property, re-aligned athletic fields with turf or natural grass and tennis courts all of which will also be accessible to town leagues.



Scan this QR Code to review the design plans & diagrams!



Scan this QR Code to review all of the Stoneham School Building Committee documents!

Article 2

The New Stoneham High School



Town Meeting: October 4, 2021
Stoneham School Building Committee

The SSBC has gained input and guidance from Town Boards, community members, business leaders, neighbors, teachers and students in developing the best long-term solution for Stoneham High School.

Features and benefits of the project include:

- Appropriately sized classrooms
- SPED (RISE and STRIDE) Spaces
- Engineering, Fabrication and Technology Labs
- Music and Art Spaces
- Optimized building orientation for daylighting/Zero Net Energy design
- Optimized orientation of ALL athletic fields and upgraded facilities
- Upgraded roadways and parking and improved traffic on Franklin Street
- Pedestrian connection from community to expeditionary trail
- District Offices and Pre-K program



Scan this QR Code to review the detailed program!

The Town is being asked to approve the project funding at the **October 4, 2021 Fall Town Meeting**, which requires a two-thirds majority vote to pass the Article. A Debt Exclusion ballot vote will be held on **November 2, 2021**, for which a majority vote is required to pass the ballot question.

A YES Vote on this Article...

...would authorize the Town to appropriate and borrow \$189.6 million to fund the new Stoneham High School project, subject to an affirmative Debt Exclusion ballot vote on November 2, 2021.

A NO Vote on this Article...

...would risk the \$49.0 million grant from the MSBA, potentially requiring the Town to restart the MSBA process, which took eight years to reach this point, or fund a project at 100% cost to the Town. To bring the existing school up to today's building codes, the cost is estimated to be \$128 million, without any improvements to the existing building for educational purposes.



History of Stoneham High School & the MSBA

It's been 8 years since the initial Statement of Interest regarding Stoneham's 53 year old high school was first proposed to the Massachusetts School Building Authority (MSBA), and denied. After several attempts, the MSBA invited Stoneham into the Eligibility Period on December 12, 2018 and on October 30, 2019 invited Stoneham to perform a Feasibility Study. And so the work began!

Creating the Team

The Stoneham School Building Committee (SSBC) was formed, comprised of municipal employees from School and Town departments, elected representatives from the Select Board, School Committee and Finance & Advisory Board, and citizens with a variety of talents and skills suited to the work of bringing a 21st century high school to the students and community of Stoneham. This group set to work finding an Owners Project Manager - Symmes Maini McKee Associates, Inc. - later approving Perkins&Will as the project's design architects and then hiring Consigli Construction Company, Inc. as the Construction Manager.



Scan this QR Code to meet the Stoneham School Building Committee members!



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TOWN MEETING: Monday, October 4

7:00 PM at Stoneham High School Gymnasium

*****Two-thirds vote needed to pass the warrant article seeking the appropriation of funds*****



Existing Stoneham High School

- Site preparation for a new high school begins summer of 2022 with building construction beginning in Fall 2022.
- Building open for students September 2024. Building demolition follows with all fields completed spring 2025
- Zero Net Energy reduces carbon footprint and derives cost savings on day one ranging from \$14 to \$21 million over the 50 year life of the system.
- Adaptive classrooms to meet current and future student needs; elevator accessibility in two areas of the building; modern security features.
- New building provides spaces currently not available – engineering and tech labs, Science, Technology, Engineering, Arts and Mathematics (STEAM) innovation hubs, and programmatic improvements.
- Community amenities include outdoor amphitheater, a state-of-the-art auditorium to host district-wide school and community events, environmentally-friendly rain gardens for storm water management, defined paths to and from the building and an indoor elevated jogging/walking track.
- Want to see what a proposed new High School would look like? Use this link - <https://bit.ly/2Wby1Eb> to access a virtual fly through of the proposed building on Stoneham TV's website.



New Stoneham High School

BALLOT VOTE: Tuesday, November 2nd

*****Majority vote needed to approve a debt exclusion of the funds appropriated for the project*****

FOR IMMEDIATE RELEASE

Contact: Sharon Iovanni

siovanni01@gmail.com

781-248-9754

Stoneham, MA - On Monday, October 4, 2021, at the annual Special Town Meeting voters will decide on several warrant articles. Among them will be the article to fund the building of a new Stoneham High School.

Over the past two and one-half years, the Stoneham School Building Committee (SSBC) has worked diligently with Project Manager Symmes, Maini, McKee, architects Perkins&Will and Contractor at Risk Consigli Construction, to take all of the data collected through visioning sessions, community forums, surveys and research to develop a high school complex that will provide future-ready education for the next 50 years and beyond.

Among the many attributes of the proposed new project several aspects are important to consider.

Sustainability: The proposed building will be designed to be energy efficient and operating at Zero Net Energy, ultimately saving taxpayers significant dollars beginning in year one and over the 50 year life cycle of the system, amounting to between \$14 and \$21 million, while also reducing the building's carbon footprint.

Accessibility: The proposed building will have adaptive classrooms to meet current and future student needs, elevator accessibility in two areas of the building and modern security features to protect students, staff and visitors at all times.

Applied Learning and Career Preparation: The proposed building will provide spaces currently not available to students such as engineering and technology labs, Science, Technology, Engineering, Arts and Mathematics (STEAM) innovation hubs, and programmatic improvements

– all resulting in educational and career pathways for students with relationships to community stakeholders for internships and work study programs with local and regional employers.

Athletics: The site will also feature redesigned and high functioning lighted athletic fields, reduced from the current seven to five. Three of the fields will be organic environmentally-friendly cork and coconut fill turf of which one will be Spartan Stadium, serving as a school and community amenity, allowing for more play time than natural turf and requiring less maintenance than natural turf fields. The remaining two fields will be natural turf. Additionally, synthetic turf fields will allow high school teams to resume play at their home fields two years earlier than they would on natural turf fields.

Community amenities: Community amenities include an outdoor amphitheater to host student and community productions, a state-of-the-art auditorium to host district-wide school programs and community events, environmentally-friendly rain gardens for storm water management, accessible nature trails and defined paths to and from the building and an indoor elevated jogging/walking track for both students and residents in the new gymnasium.

All Stoneham registered voters are encouraged to participate in Town Meeting, which will be held on Monday, October 4, 2021 beginning at 7:00 PM at Stoneham High School in the Gymnasium. A two-thirds vote is needed to pass the warrant article seeking the appropriation of funds to complete the project.

On Tuesday, November 2, 2021, Stoneham registered voters will be asked to consider a debt exclusion to fund the project appropriation with a simple majority vote.

Want to see what the proposed new High School would look like? Use this link -

<https://bit.ly/2Wby1Eb> to access a virtual fly through of the proposed building on Stoneham TV's website. You can also visit the current SHS building on Friday, October 1 at 5:00 p.m. prior to the varsity football game.

Please visit <https://www.stoneham-ma.gov/hsbc> for more details about the Committee and its work. The SSBC continues to meet and details for attending meetings in person or virtually can be found at <https://www.stoneham-ma.gov/hsbc> . Meetings can also be viewed live and On Demand at <https://bit.ly/2Wby1Eb> .