



Memorial Elementary School

School Building Committee Meeting

Date	Time	Location	Meeting No.
8/24/2026	5:30 PM	Natick Town Hall	Meeting No. 003

Attended	Name	Organization	Email
x	Melissa Spash	Town of Natick – Superintendent of School	MSpash@NatickPS.org
x	Matt Gillis	Town of Natick – Assist Superintendent Business Office	Matgillis@NatickPS.org
x	Stephen Meyler	Town of Natick – School Building Committee Chair	smeyler@natickps.org
x	Maria McMorran	Town of Natick – School Building Committee Vice Chair	mmcmorran@natickps.org
x	Alan Cloutier	Town of Natick – Memorial School Building Committee – Planning Bd. Rep.	acloutier@natickma.org
x	James Errickson	Town of Natick –Town Administrator	Jerrickson@NatickMA.org
x	Bruce Evans	Town of Natick – Memorial School Building Committee – Select Bd. Rep.	bevans@natickma.org
x	Karen Ghilani	Town of Natick – Memorial School Building Committee – MES Principal	kaghilani@natickps.org
	James Hannigan	Town of Natick – Memorial School Building Committee – Community Rep.	jhannigan@natickps.org
	Kyla Meade	Town of Natick – Memorial School Building Committee – Community Rep.	kmeade@natickps.org
x	Kat Monahan	Town of Natick – Memorial School Building Committee – Fin. Comm. Rep.	kmonahan.fincom@NatickMA.org
x	Jaymin Patel	Town of Natick – Memorial School Building Committee –School Comm. Rep.	jpatel@natickps.org
*	William Spratt	Town of Natick – Memorial School Building Committee – Facilities Lead	wspratt@natickma.org
x	Doug Tierney	Town of Natick – Memorial School Building Committee – Community Rep.	dtierney@natickps.org
*	+Deborah Schatz	Town of Natick – Memorial School Building Committee – Dir. of Facilities	dschatz@natickma.org
x	+Jillian Wilson-Martin	Town of Natick – Memorial School Building Committee – Dir. of Sustainability	jwmartin@natickma.org
	+Officer Beth Heffler	Town of Natick – Memorial School Building Committee- Police/Fire Rep.	eheffler@natickma.org
x	Chris Simmler	LiRo-Hill	simmlerc@liro-hill.com
x	Doug Murray	LiRo-Hill	murrayd@liro-hill.com
x	Paul Kondrat	LiRo-Hill	kondratp@LiRo-Hill.com
+	Non-Voting member		
*	Virtual		

1.0	Item	Description	Action	Assigned	Status
1.0		The meeting was called to order at 5:30 PM by the Chair			Record
3.1	Public comment:	None			
3.2	Meeting Notes	The Meeting Notes for the June 22, 2026 and July 23,2026 were presented for approval. The following notations are to be made and the notes re-entered for approval at the next meeting. 1. Individuals making the motions and seconded are to be identified. 2. Voting by roll call or members is to be recorded. 3. Time of adjournment to be included. 4. July 23 meeting: Notation regarding Charter “sub-committee”. There was a distinction made between if it was a “working group” or sub-committee. 5. A misspelling of “Jaymin” was identified in the July 23 notes. 6. The notation “Unless corrections or additions part of the record” at the bottom of the notes is to be deleted. After approval, notes become part of the project record and will be posted. 7. Meetings notes will be posted to website after approval.	To be edited for presentation to MSBC	DM/LH	Open
3.4	Designer Proposal Review	Maria McMorran presented the Sub-Committee review of designer proposals and the Sub-committee’s recommendations. Proposals were reviewed and ranked individually by each member of the sub-committee and the OPM team. Meeting notes of the sub-committee meeting were provided (attached). Ai3 was the consensus top-ranked firm and was felt to have addressed the RFS in detail, has had extensive experience with the Town, MSBA and sustainability and was very responsive to cost and issues on previous projects with the Town. Jonathan Levi was ranked second, was felt to have very thorough design and aesthetic thought and had Net Zero, MSBA and MA schools experience. Finegold/Alexander was believed to be slightly less deep in experience, but strong locally and showed strong response to the educational plan in their proposal. Discussion included providing additional rankings for other submissions in case of one or more of the selected firms opted to not proceed. The sub-committee had not wanted to prejudice the selections by ranking all submissions but will reconvene and identify additional selections, if needed,	DSP reps to present at DSP proposal review on 9/8		CLOSED



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		prior to the DSP meeting. A motion was made by Maria McMorran and seconded by Stephen Meyler to accept the recommendations of the Sub-Committee. Vote: Spash, Yes; Gillis, Yes; Meyler, Yes; McMorran, Yes; Cloutier, Abstain; Errickson, Yes; Evans, Yes; Ghilani, Yes; Patel, Yes; Spratt, Yes; Tierney, Yes Motion was approved.			
3.5	Project Charter	The project Charter update from the working group was introduced. Discussion included: • Inclusion of stronger sustainability and net-zero requirements. • Address Town initiatives • Lessons learned from previous building projects • Discussion was to provide high level information but not details or implied commitments pertaining to future reviews and committee decisions. • The Chair Stephen Meyler after much debate decided to table the current discussion until as future date. After review, Jamie Errikson requested Jillian Wilson-Martin who was also present during the meeting to review the Sustainability Section of the Charter with Stephen Meyler and provide a revised updated Draft for a future review.	Net Zero Committee rep to review and comment	JWM	Open
3.6	Project schedule	A draft feasibility schedule was presented with School Committee meetings identified with proposed dates for MSBC meetings and potential dates for presentation of educational plans by the Superintendent to the Committee. LH will revise to address school vacations.	To be updated for future meetings	DM/LH	Open
3.7	Project budget	A draft budget was presented with Town authorization, current budget for AE feasibility, contracted value and revisions. LH to revise to reflect Feasibility costs of \$2,600,000 and address line items as directed by the Town and MSBA approved budgets The Chair Stephen Meyler reminded the committee that this is a draft high level reflection of the current draft budget until we get the Designer on board when the OPM and the Designer will then create a more detailed budget projection the committee will use moving forward.	To be updated for future meetings	DM/LH	Open
3.8	Motion to adjourn	A motion to adjourn was made by Bruce Evans and seconded by William Spratt. Vote: Spash, Yes; Gillis, Yes; Meyler, Yes; McMorran, Yes; Patel, Yes; Errickson, Yes; Evans, Yes; Meade, Yes; Cloutier, Yes; Ghilani, Yes; Spratt, Yes; Meade, Yes; Tierney, Yes; Hannigan, Yes. The second was not recorded but did not materially affect the decision. The Motion was approved. The meeting was adjourned at 7:47p			Record