

Draft Charge of Neary School Building Committee

Approved by School Committee on February 9, 2022
for recommendation to Board of Selectmen

The Neary School Building Committee ("School Building Committee") shall be an ad-hoc committee, all appointed by the Select Board.

Initially, the School Building Committee shall be responsible for conducting a feasibility study into the options for renovations or new construction at the existing Neary School site. Specific emphasis should be placed on understanding the work and recommendations of the Capital Planning Committee – School Research Subcommittee in coordination with the School Administration.

Update to this charge should be made as the project progresses to better outline the scope of responsibilities of the School Building Committee.

If the project is selected into the Massachusetts School Building Authority ("MSBA") eligibility phase, then School Building Committee shall ensure compliance and coordination with any statute and regulations related to MSBA projects.

The School Building Committee shall provide updates on their progress at least quarterly to both the Southborough School Committee and Select Board.

The voting positions shall be filled by residents of the community who are willing to volunteer their time.

All ex-officio rolls are required to be filled to maintain compliance with MSBA regulations. These positions will not count toward the quorum, nor will they have a vote on committee matters.

All initial appointments should be through June 30, 2023, and renewed annually after that date.

Membership

Ex-officio Members

- Superintendent of Schools
- Assistant Superintendent of Operations (confirm MCPPO certified)
- Assistant Superintendent of Schools (Member knowledgeable in educational mission and function of a facility)
- School Director of Finance
- Neary School Principal
- Town Administrator
- Schools Facilities Director (Local Official responsible for Building Maintenance)
- Town Treasurer/Finance Director

Voting Members (preference is for at least a portion of this group to have prior experience with the construction of buildings)

Open for discussion on a number of voting members to start but recommendation is to have seven or nine.

- School Committee members (2)
- Select Board member (Local Chief Executive Officer)
- Advisory Committee member
- Capital Planning Committee member
- Residents at Large (2) – architecture, engineering, and/or construction experience