

**MEETING NOTICE**  
**TOWN OF ANDOVER**

**Town Clerk Date Stamp**

Board/Committee Name: West Elementary School Building Committee  
Date: Wednesday, January 19, 2022  
Time of Meeting: 7:00 PM Meeting  
Location: Virtual Meeting Broadcast by AndoverTV  
Comcast Chanel 99, Verizon Channel 43 or streamed @andoverTV.org

Signature *Dr. Magda Parvey*

**AGENDA**  
**Public Participation**

<b>Public input via email:</b> <a href="mailto:scremote@andoverma.us">scremote@andoverma.us</a> <i>please include name and address along with comments</i>	<b>Public input via live video:</b> <a href="#">Registration link</a>
Members of the public who wish to provide written Public Input, or to provide comment or ask a question on a particular agenda item can do so by sending email to the above email address. The public is encouraged to email questions ahead of time, and we will do our best to relay questions received during the meeting to the West El/Shawsheen Committee.	The Committee is piloting a method for members of the public to provide live video comment during the Public Input portion of the agenda. To participate via video, you must register in advance and the meeting administrator will move you from a WebEx lobby into the main meeting at the appropriate time. To participate in this way, please register using the above link.

1. Call to Order
2. Approval of December 15, 2021 Meeting Minutes. Vote Expected.
3. Approval of PMA Invoice. Vote Expected.
4. Approval of SMMA Invoices. Votes Expected.
5. Approval of Gilbane Invoice. Vote Expected.
6. Approval of Other Invoices. Votes Expected.
7. Designer Update
  - a. 60% Design Submission/Status of Deliverables
  - b. Summary of Meetings with Conservation Commission, Planning Board and Design Review Board
  - c. Proprietary Items: Informacast – bell and paging system; Lightspeed – classroom amplification system. Votes Expected.
  - d. Next Steps
8. OPM Update
  - a. MSBA Update/Comments on Detailed Design Report
  - b. Budget Update
  - c. Next Steps
9. CM at Risk Update
  - a. Project Pre-Planning
  - b. Preparation for 60% CD Estimate Effort
  - c. Preparation for Purchasing Effort
  - d. Next Steps
10. Communications – Families’ Meeting; Abutters’ Meeting
11. Public Comment at Discretion of Chair
12. Items not Reasonably Anticipated Prior to Publication of Agenda
13. Adjourn

*Pursuant to S.2475 “An Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency,” which was enacted into law on June 16, 2021, this meeting of the West Elementary SBC will be conducted via remote participation to the greatest extent possible. Members of the public who wish to participate in the meeting can do so by calling using the Registration Link provided on the agenda or via email at [scremote@andoverma.us](mailto:scremote@andoverma.us). Residents are encouraged to email their questions or comments ahead of the meeting – however, staff will be available to present the West Elementary SBC with questions and comments received during the meeting. Please include your name and address with your question or comment. Every effort will be made to ensure that the public can adequately access the proceedings in real time via technological means. In the event that we are unable to do so despite our best efforts, we will post on the Town’s website an audio or video recording, transcript, or other comprehensive record of the proceedings as soon as possible after the meeting.*

*To the best of our knowledge, this is the SC posted agenda for the upcoming meeting.  
However, not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*

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