



MEETING NOTES

The Executive Working Group is voluntarily making this meeting and minutes public even though it is not a public body covered by the Open Meeting Law and does not waive its position in this regard.

Project: Fox Hill Elementary School
Subject: Executive Working Group
Location: Zoom
Distribution: OPM/Architect/ Project File

Project No:
Meeting Date: 9/4/24
Time: 1:00 PM
Prepared By: A. O'Toole

Present	Name	Affiliation	Present	Name	Affiliation
✓	Bob Cunha	Director of Operations			
✓	Steve Brown	DWMP			
✓	Andrea O'Toole	DWMP			
✓	Donna DiNisco	DiNisco Design			
✓	Vivian Low	DiNisco Design			
✓	Eric Conti				
✓	Melissa Massardo				
✓	David Rosenblatt				
✓	Nichole Coscia				

Item No.	Description	Action
1.	Intro: 1:00 Meeting begins	Record
2.	Town Meeting Preparation: <ul style="list-style-type: none">• D. Rosenblatt will be working on teacher testimonials today and will be submitting to DiNisco by mid-day tomorrow.	Record
3.	Public Outreach <ul style="list-style-type: none">• DiNisco, D&W and a few SBC members will have a table at the town beer garden informational session.• Possible information at the upcoming Open House nights at the Middle and Elementary schools.• Review of the Town Meeting Presentation	Record
4.	Adjourn: 2:00 pm	Record

Sincerely,

DORE + WHITTIER

Andrea O'Toole

Assistant Project Manager

Cc: Attendees, File

The above is my summation of our meeting. If you have any additions and/or corrections, please submit within 48 hours for incorporation into these minutes.