

MEETING NOTES



Meeting Date: August 7, 2024
Project Name: Lexington High School
Project Number: Click or tap here to enter text.
Subject: LHS Communications Working Group Meeting
Attendees:

<input checked="" type="checkbox"/> Christina Dell Angelo (CA)	DWMP - Project Manager
<input checked="" type="checkbox"/> Mike Burton (MB)	DWMP- Partner
<input checked="" type="checkbox"/> Jacob Greco (JG)	DWMP - Assistant Project Manager
Lorraine Finnegan (LF)	SMMA – Principal in Charge
<input checked="" type="checkbox"/> Anoush Krafian (AK)	SMMA – Assistant Project Manager
<input checked="" type="checkbox"/> Mark Barrett (MB2)	LHS- Public Facilities Project Manager
<input checked="" type="checkbox"/> Mike Cronin (MC)	SBC Vice Chair & LPS Facility Director
<input checked="" type="checkbox"/> Joe Pato (JP)	Select Board
Julie Hackett (JH)	Superintendent
<input checked="" type="checkbox"/> Jon Himmel (JH2)	PBC Chair
<input checked="" type="checkbox"/> Kathleen Lenihan (KL)	SBC Chair
<input checked="" type="checkbox"/> Kseniya Slavsky (KS)	SBC Community Representative
<input checked="" type="checkbox"/> Hsing Min Sha (HMS)	SBC Community Representative
• Jonas Miller (JM)	Communications Director

Agenda Item	Description
1.	Introduction: Refer to attendees list.

2.	<p>Review progress in preparation for August community meeting and discussions at the full SBC meeting</p> <ul style="list-style-type: none"> ● Updated intro slides/talking points ● Identify any needed backup material <ul style="list-style-type: none"> ● J.Pato noted the main task is to prepare for the community meeting next week ● J.Pato noted what he took from the SBC meeting is to back off the slides and just have the introduction to provide guard rails without locking in the conversation to much ● K.Slavsky noted that the slides should still be kept available as back up material as time and effort was used to create them <ul style="list-style-type: none"> ○ J.Pato agrees and wants to have them all ready ● J.Himmel asked if once the slides are buffed up if they will be going out to the public. Himmel thinks it should also be discussed about what meetings are coming in the future and what is appropriate to discuss now and what is better for the future ● Add-in ● M.Burton noted he does not generate costs the estimators do but he does like the idea but does not think it can happen in this time frame ● J.Miller thinks this is too much information to provide at this meeting and is better for just introducing the project and provide updates ● K.Slavsky agrees as in the future they will have videos prior so everyone can be caught up on where the project is at so time is not wasted on that ● B.Black noted they do have slides showing the pros & cons of the current PSR options that could be used as back up or to be shown ● J.Pato asked for all to review the cost video <ul style="list-style-type: none"> ○ K.Slavsky asked for the perspective to be moved away from the MSBA funded focus and to the community funded portion as the MSBA funding is important but it is only 1/5th of the total cost. The "big red line" on the schedule page should be about when the town will decide what they want to fund not when the agreement with the MSBA will be signed ○ J.Miller noted his big takeaway is the video needs to be simplified and thinks someone not familiar with the project will struggle to understand ○ K.Slavsky thinks that the details are valuable but understands that it may need to be simplified. Slavsky noted there may be confusion with all the estimates and when the final one will be ○ K.Lenihan is wondering if there is anyone we know that can be shown the video who is familiar with the project and get their feedback on how easy it is to understand ○ J.Miller agrees and thinks that is a good idea, he will ask his wife to review it and get her feedback. Miller thinks the key point or takeaways should be shared right
----	--

away with the details and charts offered up on the slide for those that want them.

- C.D. Angelo noted this third version of the video was created for the SBC as a deep dive into all the numbers, there could be two versions, one more simplified
- M.Burton noted the goal of this started as comparing high schools and has morphed. Burton noted he talked with Mark Sandeen and Sustainable Lexington can make their own version showing the benefits of the project. Burton noted that more videos will be needed but something has to get posted soon.
- K.Slavsky has found these videos to be very helpful for understanding the information and she is aware how it was made to respond to specific questions. Slavsky noted it needs to be rerecorded with slide numbers and dates along with the comments she provided earlier. Slavsky noted a concern that the deep dive comparison may not have gone far enough as there is still a gap between the schools which she thinks can be found in the size of the geothermal and solar arrays.
- K.Lenihan thinks that another video should be made that is simplified and be created by somebody who is not an expert on these subjects
- J.Himmel thinks every slide should have the dates on them. Himmel also thinks that multiple shorter videos will be useful. He also thinks that the group should get ahead of these future estimates
- C.D. Angelo brought up the community flyer and asked for comments
 - K.Slavsky thinks the title should be changed as it is discussion not a learning session
 - J.Miller noted the use of the participation and discussion should be used
 - H.M. Sha noted it should say Speak up
 - J.Himmel noted it should say Lexington High School Public Comment Section
 - K.Slavsky noted that it is not a public comment sections as the SBC will be responding
 - J.Miller will work to finalize the language given the comments he heard
 - C.D. Angelo asked if it needs to be printed also
 - J.Miller noted he does not think there is enough value for this aside from printing copies to leave in public spaces
 - J.Pato agrees with this method
 - J.Himmel thinks the future meetings should be at the high school. Himmel also noted that if the post card is not being mailed it should be centered and act more as a flyer
 - J.Miller noted that they do have code red notifications and can use that to send it out to everyone
- J.Himmel asked about using a slide that shows every meeting the public has had input at

	<ul style="list-style-type: none"> ○ J.Pato noted that it would be good to have as back up but could be conveyed wrong
3.	<p>Continue review of the FAQ items as listed in https://docs.google.com/spreadsheets/d/1jQ74fJIK3gX2kUW9HbRdTNFu1XBR2gVf-cZA17DDYKA/edit?usp=sharing</p> <ul style="list-style-type: none"> ● J.Pato noted this will not be reviewed but please keep working on these offline
4.	<p>Identify other needed communication actions</p> <ul style="list-style-type: none"> ● M.Burton noted the road map of stakeholder meetings by J.Hackett is great and there is a lot of meetings with a lot of stakeholders. Burton thinks expectations should be managed about how often these will be held in the future. ● Add-in ● K.Lenihan noted she has been working on this with J.Hackett and they would like to send it out as soon as possible
5.	<p>Close</p>

Sincerely,

DORE + WHITTIER

Jacob Greco
Assistant Project Manager

Cc: Attendees, File

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