

MEETING NOTES



Meeting Date: September 4, 2024
Project Name: Lexington High School
Project Number:
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
Jon Himmel (JH2)	PBC Chair
Kathleen Lenihan (KL)	SBC Chair
<input checked="" type="checkbox"/> Kseniya Slavsky (KS)	SBC Community Representative
Hsing Min Sha (HMS)	SBC Community Representative
• Jonas Miller (JM)	Communications Director

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

2.	<p>Outline tasks for September community meeting</p> <ul style="list-style-type: none"> • C.D. Angelo reviewed last meeting and the discussion for M.Burton to share information on the project cost and where the project is and then M.Cronin can talk to the cost of doing nothing, she noted it will then move into a Q&A with the project team to answer questions • J.Pato noted it will be useful to call out the video on the flyer and what it achieves quickly • J.Pato asked what is needed to complete this scope <ul style="list-style-type: none"> ○ J.Pato asked the status of the flyer ○ C.D. Angelo noted she will try to have this today and review it with J.Miller • K.Slavsky noted how it would be good if the responses were on the same page and had a coordinated fashion. Slavsky expects any topic can be presented and try to have a direction, but the community will always ask whatever is on their mind. She also noted that the school community may be present more now that school has started. • J.Pato asked if the SBC panel should also be present along with the project team <ul style="list-style-type: none"> ○ K.Slavsky thinks that it may useful to have key people who can answer questions such as M.Cronin, J.Hackett, A.Baker, etc.. • J.Miller thinks that along those same lines it may be useful to have a sheet with the basic school facts on the table for the respondents to use. J.Miller noted he talked with the President and she asked about what other options are there for district as other places use multiple buildings or a separate location for the 9th graders etc.. And Miller wanted to provide this to the SBC <ul style="list-style-type: none"> ○ J.Pato noted it would be good to talk about the constraints and what has led the project team here ○ K.Slavsky noted there are different ways to solve overcrowding and the reason the SBC has moved forward with this plan is because the MSBA has accepted the district into the grant program and will help provide a large amount of funding for the project ○ J.Pato noted he will start working on some rough notes for this topic • C.D. Angelo noted K.Lenihan wanted to provide a handout with the cost information and one with the sustainability facts <ul style="list-style-type: none"> ○ J.Pato noted that K.Lenihan had asked D.Voss to produce something ○ C.D. Angelo noted that the DWMP marketing team will produce first drafts ○ M.Burton asked if at the meeting SLC shares a short presentation as well <ul style="list-style-type: none"> • J.Pato will review this
3.	<p>Review FAQ items and comments from team members, discuss additional recreation items</p>

- K.Slavsky asked if the FAQs are ready to be posted
 - J.Miller noted the first portions will be uploaded today and then he will continue adding to it
 - K.Slavsky would like J.Pato's response to how we ended up with this plan for LHS and not another to be added to the FAQs after it is review
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- M.Burton noted he had a discussion with a company that produces short factual videos and divides them into "pillars"
 - J.Pato noted he thinks he has seen it and thinks it would be useful for a lot of the community as it acts as an infomercial and others might find that it turns them off from the project
 - K.Slavsky noted when discussing the MSBA process it is important how Lexington will make the decision on projects like this as the MSBA process is much more impactful for communities that are receiving 80% reimbursement
 - J.Miller noted that he has reviewed these videos and does think that this can be handled in house and be presented by the faces and voices of Lexington
 - M.Burton noted he is all for that and thinks it will be great but it is something that needs to be done soon as it has been talked about for months and this company will be able to turn it around quickly
 - K.Slavsky noted one of the reasons was that the FAQs had to be completed prior
 - C.D. Angelo wanted to discuss a conversation she had after the SBC meeting yesterday and asked if they have had any feedback on the website
 - J.Pato noted that the feedback he has got is that the website is hard to navigate and very full of information
 - C.D. Angelo noted the feedback is very contradicting as for posting more or less
 - J.Pato noted that the website is for the archives of all the project information and to share the steps of the project
 - K.Slavsky noted the content has improved a lot on the website but stylistically the website is very zoomed in and hard to see where you are at
 - J.Miller noted that with the date of November 12 could be a good date to present a new "website" that functions better but can still preserve all the prior information
 - C.D. Angelo noted she did speak with local firms for website redesign if the team would like to pursue this

	<ul style="list-style-type: none"> J.Pato noted it would be useful to have an idea of the scope and cost to compare with what the team can produce
7.	Close

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