



Westfield Public Schools  
94 North Elm Street, Suite 101  
Westfield, MA 01085

February 20, 2024

TO: School Building Committee Members:

Michael McCabe, Mayor  
Stefan Czapowski, Superintendent  
Shannon Barry, Business Administrator  
Bryan Forrette, Facilities Director  
Chris Carey, Community Representative  
Mike Tirrell, School Committee  
Ralph Figy, City Councilor  
Ashlie Brown, Parent Representative  
Erika Masciadrelli, Abner Gibbs Principal

Patty Bloniarz, Parent Representative  
Bridget Matthews-Kane, City Councilor  
Bill Parks, Community Representative  
Brian Sullivan, Community Representative  
Cindy Sullivan, Community Representative  
Tammy Tefft, Chief Procurement Officer  
Chris Tolpa, Franklin Avenue Principal  
Susan Dargie, Curriculum & Instruction Director

A meeting of the School Building Committee will be held on Wednesday, February 28, 2024, at 5:30 pm. The meeting will be held in room 315 at City Hall, located at 59 Court Street, Westfield.

#### AGENDA

1. Call the meeting to order
2. Roll Call
3. Public participation for up to 15 minutes, 3 minutes per person
4. Summary of community correspondence
5. Approval of the January 9, 2024 School Building Committee meeting minutes
6. Update from Owner Project Manager (OPM)
7. Update from Architect
8. As needed vote for any change orders
9. Any other items not reasonably anticipated 48 hours prior to the meeting
10. Adjourn

Mayor Michael McCabe, Chair  
School Building Committee

MM/cm

cc: Dan Pallotta, [dpallotta@p-threeinc.com](mailto:dpallotta@p-threeinc.com); Robert Todisco, [rtodisco@p-threeinc.com](mailto:rtodisco@p-threeinc.com); Curtis Edgin, [CEdgin@cbaarchitects.net](mailto:CEdgin@cbaarchitects.net); Bert Gardner [BGardner@cbaarchitects.net](mailto:BGardner@cbaarchitects.net); Jim Hanifan [jhanifan@cbaarchitects.net](mailto:jhanifan@cbaarchitects.net)

After notifying the Chair of the Committee, any person may make a video or audio recording of an open session of a meeting of the committee or may transmit the meeting through any medium, subject to reasonable requirements of the Chair as to the number, placement, and operation of equipment used so as not to interfere with the conduct of the meeting. At the beginning of the meeting, the Chair shall inform other attendees of any such recordings.