

APPROVED



## Salem Academy Charter School

### Minutes

#### Facilities Committee Meeting

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##### **Date and Time**

Thursday July 10, 2025 at 8:00 AM

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The Salem Academy Charter School Facilities Committee will meet at 8:00 AM via Zoom.

##### **Zoom Link:**

<https://salemacademy.cs.zoom.us/join/91234567890>

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##### **Committee Members Present**

Ilene Vogel (remote), Jeff Whitmore (remote), Krissy Sgambellone (remote), Mark Meche (remote), Robert Rogers (remote), Stephanie Callahan (remote)

##### **Committee Members Absent**

*None*

##### **Guests Present**

Bob Baldwin (remote), Fallon Burke (remote)

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#### **I. Opening Items**

##### **A. Record Attendance**

##### **B. Call the Meeting to Order**

Robert Rogers called a meeting of the Facilities Committee of Salem Academy Charter School to order on Thursday Jul 10, 2025 at 8:08 AM.

### **C. Approve Minutes**

Robert Rogers made a motion to approve the minutes from Facilities Committee Meeting on 06-12-25.

Jeff Whitmore seconded the motion.

The committee **VOTED** unanimously to approve the motion.

## **II. Facilities**

### **A. Capital Plan**

Krissy Sgambellone and Stephanie Callahan updated the committee on the Capital Plan. They noted that the Board of Trustees will vote on the full Capital Plan at the upcoming meeting, and that, in accordance with DESE's guidelines, a portion of the plan will also be included in the Annual Report.

### **B. Trustee Recruitment**

The committee noted that there are no current prospects at this time.

## **III. Other Business**

### **A. Long-Term Facilities Plan**

Fallon Burke updated the committee on the Prime Group presentation she attended at the City Council Meeting on July 1, 2025. During the presentation, the Prime Group team shared a tentative project timeline, which prompted committee discussion. Questions remain about the 40R and Chapter 91 regulatory processes, with the understanding that MEPA and Chapter 91 reviews can take 1–2 years if managed properly, or significantly longer if not.

From Bob's perspective, this represents tangible progress. He recommended reaching out to Patrick for an update and clarification on the timeline. Bob will follow up with Patrick to schedule a meeting.

## **IV. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:53 AM.

Respectfully Submitted,  
Fallon Burke

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**Documents used during the meeting**

*None*