

**From:** [Scott Morrison](#)  
**To:** [Matt Coogan](#); [Carol Hubbard](#); [Steve Clifford](#); [Steven Greenberg](#); [Brendan Sweeney](#); [Coleen Anderson](#); [Antonette Valcourt](#); [Scott Morrison](#)  
**Subject:** Motion Language Needed for MSBA SOI - Cole School  
**Date:** Saturday, February 3, 2024 2:46:31 PM

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### External Sender

TA Matt and Carol - cc Brendan, Steve Gr, Steve C.,

Carol - below is the language that will be needed for the MSBA SOI motion at the BSC meeting on 2/8/24. I have added it to the Drive so that we have it that night.

Matt - A similar motion will be needed from the Select Board as well. I have highlighted in yellow the changes you will need to make (see bottom of this email). **Vote would need to occur in February as the SOI is due on 3/1/24.**

Antonette/Coleen - I have cc'd you as well since MSBA also will require the following tasks once the SC motion and the Select Board motions are made:

### **DOCUMENTATION OF VOTE:**

Documentation of each vote **must be uploaded separately** as follows:

1. For the vote of the City Council/Board of Aldermen/Board of Selectmen/equivalent governing body, a certification, including a copy of the text of the vote that was taken, must be submitted on letterhead **with the City/Town seal and signed by the City/Town Clerk**, with the date that the vote was taken.
2. For the vote of the School Committee, a certification, including a copy of the text of the vote that was taken, must be submitted on school committee letterhead, **signed by the Chair of the School Committee**, with the date that the vote was taken.

**Resolved:** Having convened in an open meeting on **February 8, 2024**, prior to the SOI submission closing date, **the School Committee of Boxford**, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated *28 February 2024 for the Harry Lee Cole Elementary School located at 26 Middleton Road* which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future:

#### *Priority 1.*

*The Boxford Public Schools seeks to replace a section of roofing of approximate 7500 SqFt in size located in the south east area of the school. The roofing is original to its section of the school building, constructed in 1995-1996. The roofing is of built up construction using asphalt membrane and aggregate cover ballast. The roofing has exceeded its service life and is in need of replacement to secure the safety, health and function of the classroom wing it serves below;*

and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from

the Massachusetts School Building Authority, or commits the *Town of Boxford* to filing an application for funding with the Massachusetts School Building Authority.