

**TOWN OF WALPOLE
HOOPER TRUSTEES MEETING
NOVEMBER 30, 2023**

Hooper Trustees Present: Peggy Pschirrer, Chair; Cheryl Mayberry, and Steve Dalessio

Staff Present: Sarah Downing, Manager of Administration; Ahmad Esfahani, Recording Secretary

CALL TO ORDER: Mrs. Pschirrer called this Hooper Trustees meeting to order in the Walpole Town Hall at 7:06 PM.

HOOPER TRUSTEES MINUTES

HOOPER TRUSTEES MEETING – November 15, 2023: Mr. Dalessio moved to approve the Minutes of the Hooper Trustees meeting of November 15, 2023. Seconded by Ms. Mayberry. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

PROJECT MANAGEMENT SERVICES:

Mrs. Pschirrer about Andrew Dey’s project management proposal. The biggest question is related to who the client will be. Mr. Dey listed the Town of Walpole as the client. Mrs. Pschirrer felt that there needed to be a conversation regarding who would legally be the client. Ms. Mayberry commented on the involvement of the trustees in Hooper Trustees Board meetings. Mr. Dalessio stated he believed someone needed to be there every month, as there continue to be areas of concern for their process and their understanding. Mrs. Pschirrer commented that the minutes of their meetings do not accurately reflect the information presented. Mrs. Pschirrer stated that starting on the first floor with an effective heating system should be a consideration. Ms. Mayberry shared her thoughts that the Hooper Board needs to see and discuss the presented plans. Mr. Dalessio said that somewhere in the proposal there needs to be a magnitude of cost. Mrs. Pschirrer asked if a copy of the proposal could be sent to the Hooper Board. Mr. Dalessio stated that the Board should have signatures on the plans for ownership of the proposal’s acceptance.

ADJOURNMENT:

Ms. Mayberry motioned to exit Hooper Meeting at 7:18 PM. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio, and Mrs. Pschirrer in favor, the motion was approved.

Respectfully submitted,
Ahmad Esfahani, Recording Secretary


Peggy L. Pschirrer, Chair


Cheryl Mayberry


Steven Dalessio

(Note: These are unapproved Minutes. Corrections will be found in the Minutes of the next Hooper Trustees meeting.)