



Shrewsbury Public Schools

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To: School Committee

Subj: 220 Barber Avenue, Worcester, MA rental warehouse space closeout plan

Overview

Shrewsbury Public Schools has utilized rental warehouse space at 220 Barber Avenue, Worcester, MA 01606 for the purposes of furniture storage during and post COVID years at the cost of \$2,500 per month through ESSER II funding. The School Department is preparing to terminate this lease at the end of October 2023.

This summer, April Yu oversaw a team of summer workers tasked with organizing the stored furniture and distributing wanted items to the schools. All schools had the opportunity to fill their furniture requests and have signaled that the remaining furniture in the warehouse is not useful for their needs.

Next Steps

Following *School Committee Policy 802- Disposal of Used Equipment/ Supplies* in accordance with M.G.L Chapter 30B, Section 15, the next step is to prepare a plan to dispose of the remaining furniture through a combination of public sale, donation to a charitable organization, and then trash disposal.

This memo is to provide you with information related to the closeout of the warehouse space and, following public sale and donation efforts, submit a request for a School Committee vote at the October 25th meeting for trash disposal of all remaining items deemed not useful.

The timeline would be as follows:

-Friday, 9/29- Advertise a Notice of Public Sale scheduled for Friday, 10/13 and Saturday, 10/14 on the Shrewsbury Town website and post in the Community Advocate.

-Friday, 10/13 and Saturday, 10/14- Hold the Public Auction at 220 Barber Avenue, Worcester, MA 01606.

-Monday, 10/16- Begin engaging with local charitable organizations to donate all remaining furniture assets.

-Friday, 10/20- Submit information through a School Committee report to inform members of remaining items that are deemed no longer useful and targeted for trash disposal in preparation for a School Committee vote.

-Wednesday, 10/25- School Committee vote on disposal of recommended items deemed no longer useful.

-Thursday, 10/26- Tuesday, 10/31- Evacuate 220 Barber Avenue in accordance with the lease termination agreement following School Committee direction for furniture disposal.

I am happy to answer any questions you may have about this plan at your September 27 meeting.