

# Town of Millis

## Elementary School Building Committee

### Meeting Minutes of Tuesday, December 22, 2020

#### Virtual Meeting

**Call to Order:** Wayne Klocko called the meeting to order at 7:03 p.m.

#### **Meeting Attendees:**

#### **ESBC Voting Members:**

Denise Gibbons, Wayne Klocko (Chairman), Richard Nichols

#### **ESBC Ex-Officio Member:**

Jim McCaffery

#### **Additional Attendees**

Kim Borst – ESBC Department Assistant

Chris Eberly – Compass Project Management

#### Tappe Award

Denise Gibbons recently represented the ESBC at a Select Board Meeting to talk about the Citation Award that Tappe Architects received from American School & University.

#### Punch list Items

The majority of the punch list items have been resolved. Three items are ongoing, two will not be completed until the Spring - color matching at the tennis courts and landscaping. Additionally, we are continuing to watch the temperature variation in room 250 to see if it has indeed been fixed by installing the exhaust fan.

#### Change Orders

Two potential change orders were presented to the Committee for approval. Both were credits. The first was a reduction in scope credit in the amount of \$6,000 for not putting a fence behind Keith's Tackle Shop as originally intended. The second was a credit in the amount of \$470,089.13 for a return of Agostini's unused contingency allowance.

**Richard Nichols made a motion to approve change order 37 for a credit of -\$476,089.13. Denise Gibbons seconded the motion. By Roll Call Vote: Denise Gibbons – aye, Wayne Klocko – aye, Richard Nichols – aye. The motion passed unanimously.**

#### Budget

The project is under budget by \$3,840,197 as of now. Looking at the May town meeting and the Annual Report to publicly report on cost savings.

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Invoices

A bills payable schedule for Agostini Construction for construction fees for the month of November was reviewed.

**Denise Gibbons made a motion to pay Agostini Construction \$248,118.31 for services provided. The motion was seconded by Richard Nichols. By roll call vote: Denise Gibbons – aye, Wayne Klocko – aye, Richard Nichols – aye. The motion passed unanimously.**

A bills payable schedule for Compass Project Management for project management services for the month of November was reviewed.

**Richard Nichols made a motion to pay Compass Project Management \$6,049.00 for services provided. The motion was seconded by Denise Gibbons. By roll call vote: Denise Gibbons – aye, Wayne Klocko – aye, Richard Nichols – aye. The motion passed unanimously.**

A bills payable schedule for Tappé Architects, Inc. for design services for the month of November was reviewed.

**Wayne Klocko made a motion to pay Tappé Architects \$9,065.45 for services provided. The motion was seconded by Richard Nichols. By roll call vote: Denise Gibbons – aye, Wayne Klocko – aye, Richard Nichols – aye. The motion passed unanimously.**

A bills payable schedule for GZA for services rendered was reviewed.

**Richard Nichols made a motion to pay GZA \$380.62 for services provided. The motion was seconded by Denise Gibbons. By roll call vote: Denise Gibbons – aye, Wayne Klocko – aye, Richard Nichols – aye. The motion passed unanimously.**

A bills payable schedule for Norfolk Power Equipment for a lawn mower was reviewed.

**Richard Nichols made a motion to pay Norfolk Power Equipment for a lawn mower. The motion was seconded by Denise Gibbons. By roll call vote: Denise Gibbons – aye, Wayne Klocko – aye, Richard Nichols – aye. The motion passed unanimously.**

Meeting Minutes

Meeting minutes from 11/17/20 were presented to the Committee for approval.

**Wayne Klocko made a motion to approve meeting minutes from 11/17/20 as written. Richard Nichols seconded the motion. By roll call vote: Denise Gibbons – aye, Wayne Klocko – aye, Richard Nichols – aye. The motion passed unanimously.**

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Adjournment

**Wayne Klocko made a motion to adjourn the meeting at 7:46 p.m. The motion was seconded by Richard Nichols. By roll call vote: Denise Gibbons – aye, Wayne Klocko – aye, Richard Nichols – aye. The motion passed unanimously.**

Submitted by:

Kimberly Borst  
Department Assistant  
Elementary School Building Committee  
Town of Millis