

Town of Millis

Elementary School Building Committee

Meeting Minutes of Thursday, October 11, 2018

Call to Order: Wayne Klocko called the meeting to order at 7:06 p.m.

Meeting Attendees:

ESBC Voting Members:

Denise Gibbons, Diane Jurmain, Wayne Klocko (Chairman), Richard Nichols, Craig Schultze

ESBC Ex-Officio Members:

Mike Banks, John Engler

Additional Attendees

Kimberly Borst - ESBC Department Assistant
Jeff D'Amico— Compass Project Management
Jennifer Littlefield – Tappe Architects
Terry Wiggin – Millis Public Schools

Update on Construction Progress

Weather has been a factor, the many days of heavy rain have slowed down a few trades but the project is still on schedule. The stud work has been completed in C wing. The Pre-K entrance is still open, all other wings are weather tight. The first windows will be installed next week in the gym. The metal standing seam roof will be going on next week. Electrical inspections have happened in A & C wing. The masonry is mostly complete in C wing and the mason will be moving on to the cafeteria.

It rained the night that the blue vapor barrier was applied so additional testing was performed to ensure that it hadn't been compromised. All tests came back fine.

The concrete floors did not meet the levelness test in all areas. A request has been made for the contractor to return to do a field survey. They did the cafeteria but have not followed through on the rest. A meeting is scheduled with Tappe, Briggs, Compass and Agostini to try to rectify the issue. Concern was expressed over this affecting the timing of the project if it continues to drag on. A request was made that an email be sent to the contractor giving them to the end of the day Thursday to do the testing or we will hire someone else to do it and they will be back charged.

The project is approximately 40% complete.

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Utility Update

Columbia Gas has explained all of their resources are in the Merrimack Valley replacing damaged gas lines. It is highly unlikely gas can be provided to the site before December. We are currently exploring the possibility of propane conversion and costs with Babfar and other vendors. Babfar said that they are capable of providing propane units. Four 1000-gallon tanks were proposed, however MFD prefers four 500-gallon tanks on site.

MSBA Update

MSBA visited the site last month. They are happy with the progress. The project funding amendment is in progress. To date the project has received \$7.4 million in reimbursement.

FF&E and Technology

The school department has been testing sample furniture. They are looking into the MSBA collaborative purchasing program in order to buy items in larger quantities with other schools looking to purchase the same thing. This would allow for a better price. The school is currently inventorying things worth keeping and looking at what technology equipment is needed and identifying quantities.

Final Color Selection Update

The shade of green has been changed for the 1st and 2nd grade wing and new carpet samples have been selected.

Community Communications

Pictures and explanations of the exterior masonry work, interior stairs, wall board, and retaining walls have been posted to Facebook and the town website.

Invoices

A bills payable schedule for Agostini Construction for construction fees through September 30, 2018 was reviewed.

Diane Jurmain made a motion to pay Agostini Construction \$2,358,068.72 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for Compass Project Management for project management services rendered through September 30, 2018 was reviewed.

Diane Jurmain made a motion to pay Compass Project Management \$44,017 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for Tappé Architects, Inc. for design services rendered through September 30, 2018 was reviewed.

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Diane Jurmain made a motion to pay Tappé Architects \$54,520.94 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for GCG was reviewed.

Diane Jurmain made a motion to pay GCG \$262.50 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for Jody Cleary for CORI processing for the month of September was reviewed.

Diane Jurmain made a motion to pay Jody Cleary \$112.39 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

Minutes

Meeting minutes and executive session minutes from 8/21/18 were presented to the Committee for approval.

Diane Jurmain made a motion to approve meeting minutes and executive session minutes from 8/21/18 as written. Craig Schultze seconded the motion and the motion passed unanimously.

Meeting minutes and Executive Session Minutes from 9/18/18 were presented to the Committee for approval.

Diane Jurmain made a motion to approve meeting minutes from 9/18/18 as written. Craig Schultze seconded the motion and the motion passed unanimously.

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 8:05 p.m. The motion was seconded by Craig Schultze and passed unanimously.

Submitted by:

Kimberly Borst
Department Assistant
Elementary School Building Committee
Town of Millis

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The next meeting of the Elementary School Building Committee will be held on Tuesday, November 20, 2018 at 7:00 p.m.