

# Town of Millis

## Elementary School Building Committee

### Meeting Minutes of Tuesday, July 17, 2018

**Call to Order:** Wayne Klocko called the meeting to order at 7:04 p.m.

#### **Meeting Attendees:**

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

Denise Gibbons, Nancy Gustafson, Diane Jurmain, Wayne Klocko (Chairman), Catherine MacInnes (BOS Chair), Richard Nichols, Craig Schultze, Kimberly Borst (Department Assistant)

##### **Additional Attendees**

Julie Allen – Agostini Construction

Tim Bonfatti, Jeff D’Amico and Chris Eberly – Compass Project Management

Jen Littlefield – Tappe Architects

James McCaffery – Board of Selectmen

#### Executive Session: 7:05 p.m.

**Wayne Klocko made a motion to enter into Executive Session jointly with the Board of Selectmen to discuss and approve a Change Order for the Elementary School Building Project related to the construction and deployment of security related infrastructure.**

**By Roll Call Vote: Denise Gibbons – aye, Diane Jurmain – aye, Wayne Klocko – aye, Craig Schultze - aye.**

#### Return to Regular Session: 7:52 p.m.

**Wayne Klocko made a motion to return to regular session at 7:52 p.m. Craig Schultze seconded the motion and it passed unanimously.**

#### Update on Construction Progress and Project Schedule

The sewer for the new school is officially connected. The drainage work at Monroe Street is going on right now. It will likely wrap up tomorrow and then will be paved. The gas line will be installed on Monday the 23<sup>rd</sup>. 40% of the roof is on, the metal is about 2 weeks away. Framing has started on exterior walls, mechanical duct work is being hung, heat piping and in wall plumbing has been started and the spray fireproofing is moving along. Everything is going well; the project is on schedule.

#### Coordination with Other Town Projects

Wayne Klocko and Julie Allen recently met with Council on Aging to bring them up to speed on the project. They were overall positive and happy to hear that the parking outside of Town Hall would be improved upon as part of the Elementary School project.

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Parking lot work will begin in August. Park Road will be 2 way and the traffic light will be fully operational by the start of school.

#### Utility Installation Update and Schedule Coordination

The Eversource inspector has been great. He looked at both temporary and permanent power. A masonry wall needs to be built where the electrical panel will be.

#### MSBA Update

Waiting on reimbursement confirmation for June.

#### Change Order Review and Approval

The following Potential Change Orders were reviewed by the Committee:

PCO 6 – \$-3,375 - eliminate two downspouts and UG piping – modifications to downspouts and gutter to avoid sitework conflict.

PCO 12 – no cost change – revisions to Gym and Cafeteria AV systems – AV consultant recommended AV control upgrades as a result of the system that the contractor proposed.

PCO 13 – \$800 - add GWB soffit in dishwash – additional soffit added.

PCO 17 - \$1,758 – increased fire protection pipe sizes – pipe size increased by contractor due to latest flow test vs. flow test at design.

PCO 23 - \$8,908 – tree removal – Oak tree near construction site is dead and needs to be removed.

PCO 25 - \$-11,700 – change finish of SSMR – reduce metal roof from 3 coat to 2 coat roof.

**Craig Schultze made a motion to approve Change Order 3 which includes PCO's 6, 12, 13, 17, 23, and 25 in the amount of \$-3,609 (credit). Diane Jurmain seconded the motion and it passed unanimously.**

#### Community Communications

A communication went out to the community about the progress of the project. It was posted on the town website, Facebook and went out on listserve.

#### Construction Admin Updates

Chris Eberly, construction site manager for Compass Project Management, has been on site now for 2 months. Richard Nichols has replaced Jon Wine as a voting member of this committee.

#### Invoices

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

**Craig Schultze made a motion to pay Compass Project Management \$51,512.89 for services provided. The motion was seconded by Diane Jurmain and passed unanimously.**

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

**Craig Schultze made a motion to pay Tappé Architects \$45,266.72 for services provided. The motion was seconded by Diane Jurmain and passed unanimously.**

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

**Diane Jurmain made a motion to pay Agostini Construction \$1,900,679.44 for services provided. The motion was seconded by Craig Schultze and passed unanimously.**

A bills payable schedule for Town of Millis – Building Department for electrical inspections for FY 2019 was reviewed.

**Diane Jurmain made a motion to pay Town of Millis – Building Dept. \$1,860.00 for services to be 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 June was reviewed.

**Diane Jurmain made a motion to pay Jody Cleary \$929.75 for services provided. The motion was seconded by Craig Schultze and passed unanimously.**

Minutes

The ESBC minutes from 6/13/18 were presented to the committee and reviewed.

**Craig Schultze made a motion to approve the minutes of 6/13/18 as written. Wayne Klocko seconded the motion. The motion passed unanimously.**

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 8:35 p.m. The motion was seconded by Craig Schultze and passed unanimously.

Submitted by:

Kimberly Borst  
Department Assistant

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The next meeting of the Elementary School Building Committee will be held on Tuesday, August 21, 2018 at 7:00 p.m.