

Town of Millis

Elementary School Building Committee

Meeting Minutes of Tuesday, August 21, 2018

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

Meeting Attendees:

ESBC Members:

Mike Banks, Nancy Gustafson, Diane Jurmain, Wayne Klocko (Chairman), Catherine MacInnes (BOS Chair), Richard Nichols, Kerri Roche, Craig Schultze, Kimberly Borst (Department Assistant)

Additional Attendees

Julie Allen – Agostini Construction

Jeff D’Amico– Compass Project Management

Charlie Hay – Tappe Architects

Terry Wiggin – Millis Public Schools, Business Manager

Update on Construction Progress and Project Schedule

Work is continuing with the mechanicals inside the building. C wing is sheathed and has a vapor barrier. Framing complete in A wing. The roof is progressing. The building has been enclosed on A through C side. The slab will be poured for the gym floor tomorrow. The goal is to have the perimeter weathered in with temporary windows and some temporary curtain walls by October.

7:10 p.m. Nancy Gustafson arrived.

Work outside the fence needs to be cleaned up before school starts. The back fire lane has been paved. The project is approximately 30% complete.

7:12 p.m. Mike Banks arrived.

Coordination with Other Town Projects

The traffic light will be functioning with needed striping and signage by end of week. Paving at the Town Hall is in progress. The final paving will be done on the 27th. The curbing is going in now. There will be some lag on signage, striping and the walkway. A new traffic pattern will be established by the end of this week. There will be a police detail for 2 days at the start of school. A traffic flow map has been posted at town hall, on list serve, the town website, and Facebook.

7:15 p.m. Rich Nichols arrived.

Utility Installation Update and Schedule Coordination

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The gas line is in. They will put the meter in in about a month. Eversource – we have a permanent transformer and they have an easement for the poles. It will likely be 2 weeks until completed. Currently running on generator.

MSBA Update

The MSBA came for a site visit two weeks ago. They were pleased with the progress. We are working on getting the Project Funding Agreement bid amendment executed. Continuing to submit and receive reimbursements - another to be signed tonight and submitted to the MSBA.

Community Communications

Arial photos of the site have been posted on front page of town site and ESBC page. Country Gazette picked up the post.

Executive Session: 7:25 p.m.

Wayne Klocko made a motion to enter into Executive Session 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: Diane Jurmain – aye, Wayne Klocko – aye, Richard Nichols – aye, Craig Schultze - aye.

7:45 p.m. Kerri Roche arrived.

Return to Regular Session: 8:08 p.m.

Wayne Klocko made a motion to return to regular session at 8:08 p.m.

By Roll Call Vote: Diane Jurmain – aye, Wayne Klocko – aye, Richard Nichols – aye, Craig Schultze - aye.

Change Order Review and Approval

The following Potential Change Orders were reviewed by the Committee:

PCO 4 – \$19,753.66 – revised electrical manhole and conduit size per utility company – Eversource required a size upgrade from 4” to 5” and increase depth of manholes.

PCO 16 – \$3,816.97 – shaft infill – 2 shafts better utilized as lateral pathways than vertical pathways. PCO to remove rated walls and infill floor.

PCO 21 – \$4,415 – change ductless split fan coil unit types.

Craig Schultze made a motion to approve Change Order 4 which includes PCO’s 4, 16, and 21 in the amount of \$27,985. Richard Nichols seconded the motion and it passed unanimously.

Invoices

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A bills payable schedule for Compass Project Management for project management services rendered through July 31, 2018 was reviewed.

Craig Schultze made a motion to pay Compass Project Management \$60,975.00 for services provided. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for Tappé Architects, Inc. for design services rendered through July 31, 2018 was reviewed.

Craig Schultze made a motion to pay Tappé Architects \$45,178.00 for services provided. The motion was seconded by Richard Nichols and passed unanimously.

A bills payable schedule for Agostini Construction for construction fees through July 31, 2018 was reviewed.

Diane Jurmain made a motion to pay Agostini Construction \$2,635,496.81 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for The Eagle Leasing Company to move a storage trailer was reviewed.

Craig Schultze made a motion to pay The Eagle Leasing Company \$190.00 for services provided. The motion was seconded by Richard Nichols and passed unanimously.

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

Diane Jurmain made a motion to pay Jody Cleary \$484.10 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for GCG for engineering services and construction observations for the construction of the Clyde Brown School was reviewed.

Craig Schultze made a motion to pay GCG \$472.50 for services provided. Richard Nichols seconded the motion and it passed unanimously.

A bills payable schedule for BETA engineering services and construction observations for the construction of the Clyde Brown School was reviewed.

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Craig Schultze made a motion to pay BETA \$283.54 for services provided. Richard Nichols seconded the motion and it passed unanimously.

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 8:30 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

The next meeting of the Elementary School Building Committee will be held on Tuesday, September 18, 2018 at 7:00 p.m.