

Town of Millis

Elementary School Building Committee

Meeting Minutes of Tuesday, August 22, 2017

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

Meeting Attendees:

Elementary School Building Committee Voting Members

Denise Gibbons, Diane Jurmain, Wayne Klocko (Chairman), Jon Wine

Elementary School Building Committee Ex-Officio Members

Mike Banks, Sean Doherty, Rich Nichols, Jeanne Thompson

Compass Project Management Representative

Tim Bonfatti

Tappe Architect Representative

Matt Barnhart

Additional Attendees

Steven Agostini, Vonnie Reis

Introduction of New Members

New ESBC members Mike Banks, Sean Doherty, and Jeanne Thompson were introduced to the Committee.

MSBA Process to Date

Tappe reviewed the MSBA process to date for the benefit of those new to the committee. The four major construction phases were discussed at a high level.

Updated Schedule

A copy of the Design Development Submission Schedule was handed out to the Committee and reviewed. (Exhibit A)

Highlights of Schedule include:

- Ground breaking in early to mid-November
- Early bid packages in before the end of the year with the remainder bid in January
- GMP approval in February
- July 2019 targeted move-in date with the intention of starting school in the new building in the fall of 2019.

Permitting Timeline and Progress

Submissions have been made for Board of Health, Board of Selectmen and Planning Board. Hearings will be held in early September. Comments from peer review will be addressed and approvals targeted by the 2nd week of October.

Cost Estimate Review

The Construction Cost Summary Reconciliation document was distributed to the Committee and reviewed. (Exhibit B)
Three cost estimates were generated from A.M. Fogarty, PM & C, and Agostini Bacon Construction. All estimates were under budget. The estimates below budget will allow for the possibility of a metal roof alternate. A reconciliation of

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what additional value that roof would bring to the project vs. the original 40 year shingle roof option was requested from the project team.

Approval of MSBA DD Submission to MSBA

Denise Gibbons made a motion to approve the Design Development Submission dated August 23, 2017 to the MSBA. Diane Jurmain seconded the motion and it passed unanimously.

Request BOS Waive Permit Fees

Jon Wine made a motion to recommend to the Selectmen the waiving of all permit fees associated with the Elementary School Building Project with the exception of out of pocket expenses for the inspectors. Diane Jurmain seconded the motion and it passed unanimously.

Traffic Concerns on Spring Street and 109

Residents have raised concerns regarding speeding and traffic on Spring Street in general but also asked about how this project would affect them. There is currently an exit on to Spring Street and that will be maintained. The goal is to funnel most traffic through the main entrance off 109. There will be a separate construction entrance off Monroe Street.

Residents have suggested 20 mph speed limit in town center and adding a pedestrian crossing at 109/Auburn/Spring. Planning Board required a traffic study for Spring Street/109/Auburn when Centennial Place was built. The volume of traffic at that time did not require a light. The traffic situation as a result of this project is believed to remain neutral if not be improved. The project is maintaining as many entrances and exits to the site as possible.

Nitch did survey work yesterday and is putting together a report now. We are waiting for school to start to obtain real traffic counts. Committee may consider financing additional traffic analysis for the pedestrian crossing for Spring/109/Auburn Rd. by Police Station and is looking into prices for flashing lights.

Communications Management

Committee looking for someone to head up communications on behalf of the project.

Denise Gibbons made a motion to nominate Diane Jurmain as point person for communications on behalf of the Committee. Jon Wine seconded the motion and it passed unanimously.

Litigation Update

A resident has filed suit to stop the project. The town has responded. The Selectmen have directed the Committee to proceed with the project.

New Business

A poster signed by the current second graders at Clyde Brown, the first class to get to stay at the Elementary School for 5th grade, was presented to the Committee by Superintendent Nancy Gustafson.

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Invoices

A bills payable schedule for Compass Project Management for project management services rendered through July 31, 2017 was reviewed.

Diane Jurmain made a motion to pay Compass Project Management \$22,841.89 for services provided. The motion was seconded by Denise Gibbons and passed unanimously.

A bills payable schedule for Tappé Architects, Inc. for design services rendered through July 31, 2017 was reviewed.

Diane Jurmain made a motion to pay Tappé Architects \$322,618.40 for services provided. The motion was seconded by Denise Gibbons and passed unanimously.

Minutes

The ESBC minutes from 7/19/17 were presented to the committee and reviewed.

Jon Wine made a motion to approve the minutes of 7/19/17 as written. Denise Gibbons seconded the motion. The motion passed unanimously.

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 8:25 p.m. The motion was seconded by Jon Wine 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 19, 2017 at 7 p.m.