

Town of Millis

Elementary School Building Committee

Meeting Minutes of Tuesday, September 19, 2017

Call to Order: ESBC Chairman, Wayne Klocko, called the meeting to order at 7:11 p.m.

Meeting Attendees:

Elementary School Building Committee Voting Members

Denise Gibbons, Wayne Klocko (Chairman), Craig Schultze

Elementary School Building Committee Ex-Officio Members

Mike Banks, Kerri Roche, Jennifer Soule

Compass Project Management Representative

Tim Bonfatti, Jeff D'Amico

Tappe Architect Representative

Charlie Hay

Additional Attendees

Julie Allen, Michael Rand, Loring Barnes

MSBA Process to Date & Review Comments

The MSBA has responded to the Design Development Submission. There are several action items to respond to but all are typical questions/clarifications. The MSBA is interested in more information regarding the security and lock down policies for the school. The square footage tweaks that were made were accepted by the MSBA.

The MSBA also made it clear in their response that the town is proceeding at its own risk with this project as the Project Scope and Budget Agreement (PSBA) and Project Funding Agreement (PFA) cannot be executed until litigation is resolved. The Committee would like to confirm with the MSBA that although we are proceeding at our own risk and paying up front expenses that are eligible for reimbursement, once the agreements have been signed, these costs will eventually be reimbursed. The Board of Selectmen has directed the Committee to proceed with the project as planned.

Litigation Update

Town council has asked for an expedited hearing which is scheduled for October 3rd at the Norfolk County Courthouse in Dedham.

Schedule and Next Steps

The Article 97 land transfer triggered the filing of an environmental notification form which is currently being reviewed by MEPA (Massachusetts Environmental Policy Act). MEPA did a site visit on Friday, September 8th and offered a time period for public comment which ended on the 12th. A decision should be reached by September 22nd.

A calendar format schedule was distributed to the Committee. (Handout A) Highlights include Fall Town Meeting on November 6th followed by a request for BOS approval of the GMP Contract which would allow for ground breaking in early November.

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The standing seam roof option was reviewed and the opinion of consultants was solicited. If solar panels are pursued as an option the roof beneath them must be viable for a long time. The roofer that Agostini consulted recommended against a shingled roof. There is a product that clamps right on to the standing seam roof so that you don't need to penetrate the roof at all. There is estimated to be a \$200,000 up charge for standing seam vs. shingles. The project is currently carrying the standing seam roof as an alternate.

Sub-Contractor Prequalification Committee

A Sub-Contractor Prequalification Committee was formed. The following five members were recommended to be a part of the Committee. Mike Berlin from Compass Project Management, Charlie Hay from Tappe Architects, Julie Allen from Agostini Construction, Rich Nichols from the ESBC, and Wayne Klocko from the ESBC.

Craig Schultze made a motion to approve the committee as recommended. Denise Gibbons seconded the motion and the motion passed unanimously.

Design Update

The issue of people cutting diagonally through Town Hall parking lot will be addressed as part of this project. The number of parking spots will be maintained, but the lot will have a better, safer flow so that people can't cut through.

The location of the new school building has shifted slightly to the West so that some of the bigger, more mature trees can be kept. A small outdoor seating spot outside the art room has been added. There will be some bench seating and some outdoor gardens. The playground equipment will be carefully disassembled and stored during construction.

Colors and finish materials were discussed. School colors in gym and cafeteria. Each wing will be based on a different color scheme. There will be wooden acoustic panels in the lobby with porcelain tiles and a metal ceiling that looks like vintage wood planks. The cafeteria will have fabric covered acoustic panels and the metal "wood look" ceiling in the high spaces. There will be rugs in the library areas with vinyl alongside where the more heavy traffic area would be. The architects are doing more research on exterior options and are trying to tie in the color of the gazebo stones to the lower brick color.

The Committee felt that Tappe is on the right track with thoughtful design consideration and a focus on functionality and sustainability. Artifacts from the current CFB will be preserved and moved over to the new school to be displayed.

Temporary Fiber Internet Connection

The school IT department obtained some quotes for temporary internet and firewall between CFB and the Middle/High School. The existing connection will be severed during the building of the new school. These quotes were reviewed by Nancy Gustafson.

Denise Gibbons made a motion to approve the proposal from Integrity in the amount of \$7,680.12 for the firewall for CFB. Craig Schulze seconded the motion and the motion passed unanimously.

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Denise Gibbons made a motion to approve a proposal by Integrity in the amount of \$4,661.85 for the two year service agreement for FIOS internet for CFB for the duration of the construction. Craig Schultze seconded the motion and it passed unanimously.

Construction Phasing and Temporary Parking

Construction phasing and temporary parking were discussed with the Committee. Parking will be an issue. A few spots will be lost for approximately three months. The plan will be to replicate those spots in another location - potentially on the tennis courts for teacher parking only or overflow. Chief is OK with using the fire lane for drop off/pick up when necessary during the project.

BETA proposal

Denise Gibbons made a motion to approve the proposal by BETA in the amount of \$15,900, which is an estimate at this time, for review services for work with the Selectmen, Board of Health and the Planning Board. Craig Schultze seconded the motion and the motion passed unanimously.

Vice Chair of ESBC

During construction of this major project, the Committee must act quickly with approvals. The Selectmen made a provision for a vice-chairman to be elected with the ability to approve up to \$10,000.

Denise Gibbons make a motion to appoint Diane Jurmain as vice-chairman of the Elementary School Building Committee. Craig Schultze seconded the motion and it passed unanimously.

Invoices

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

Craig Schultze made a motion to pay Compass Project Management \$19,845.00 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 August 31, 2017 was reviewed.

Craig Schultze made a motion to pay Tappé Architects \$242,505.55 for services provided. The motion was seconded by Denise Gibbons and passed unanimously.

A bills payable schedule for KP Law for legal services was reviewed.

Craig Schultze made a motion to pay KP Law \$280 for services provided. The motion was seconded by Denise Gibbons and passed unanimously.

A bills payable schedule for Agostini Construction for estimating fees through September 9, 2017 was reviewed.

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Craig Schultze made a motion to pay Agostini Construction \$23,000.00 for services provided. The motion was seconded by Denise Gibbons and passed unanimously.

Minutes

The ESBC minutes from 8/22/17 were presented to the committee and reviewed.

Wayne Klocko made a motion to approve the minutes of 8/22/17 as amended. Denise Gibbons seconded the motion. The motion passed unanimously.

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 9:37 p.m. The motion was seconded by Denise Gibbons 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 Monday, October 30, 2017 at 7 p.m.