

# Town of Millis

## Elementary School Building Committee

### Meeting Minutes of January 21, 2020

#### Clyde F. Brown Cafeteria

**Call to Order:** Wayne Klocko called the meeting to order at 7:02 p.m.

#### **Meeting Attendees:**

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

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

##### **ESBC Ex-Officio Members:**

John Engler, Mike Banks, Nancy Gustafson, James McCaffery

##### **Additional Attendees**

Kimberly Borst - ESBC Department Assistant

Chris Eberly – Compass Project Management

Jen Littlefield – Tappé Architects

Terry Wiggin – Millis Public Schools

##### Update on Construction Progress

Approximately 20 punch list items remain. Most have to do with the internal blinds and are believed to be an installation issue. Some of the remaining punch list items have been deferred until spring due to weather.

Playground signage is coming along. Proofs were distributed at the meeting. Denise Gibbons to get back to Tappé with approval.

Nancy Gustafson arrived at 7:11 PM.

The Committee discussed the request to add pickle ball lines to the new tennis courts. A concern was expressed when this was brought up in the past that the courts are used for competitive play for the high school tennis team and that we need to make sure that the courts will still fall within the MIAA guidelines if pickle ball lines are added. The ESBC asked the School Committee and Select Board to determine their preference on the line markings within the next month and circulate diagrams to all involved including athletic director and tennis coach to be sure all are in agreement before moving forward.

A request was made for a backboard to be added to the tennis courts. The ESBC determined that project is only responsible for replacing what was there and there wasn't originally a backboard at the courts. A request for signage displaying the rules of the tennis courts was also made to the Committee. It is believed that there was signage of this type there before. Signage wording needs to be determined so that mark ups can be done.

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Craig Schultze arrived at 7:24 PM.

Water Pressure continues to be an issue. The price given for the booster pump was between \$90,000 and \$100,000. Trying to determine if that number is accurate or not and need a more precise estimate from Agostini. The decision to move forward with this or not needs to be made soon. If it is going to be part of the project, it needs to be done before Agostini finishes. A decision needs to be made by the end of February. School to evaluate with staff at the end of January. Collaborate with DPW to determine if problem is with the meter and/or something else outside of the building.

7:32 PM Nancy Gustafson left the meeting.

#### Change Orders

Change Order 25 totaling -\$147,519.74 was presented to the Committee. It is comprised of the following Change Order Requests:

- #121r1 – flagpole relocation expenses, \$390.88 (previously approved at 12/18/19 ESBC meeting)
- #124r1 – revision and additions to hardware, \$32,464.00
- #139r1 – external modifications recommended by school vision specialist, \$9,590.00
- #140r1– demo contract settlement of allowances, -\$188,965.00

**Denise Gibbons made a motion to approve Change Order 25, made up of Change Order Requests 121r1, 124r1, 139r1, and 140r1 as a credit to the construction contract in the amount of -\$147,519.74. Craig Schultze seconded the motion and the motion passed unanimously.**

#### Budget Update

The project is 94 % complete and remains significantly under budget.

#### Invoices

A bills payable schedule for Agostini Construction for construction fees through December 31, 2019 was reviewed.

**Richard Nichols made a motion to pay Agostini Construction \$332,632.30 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 for the month of December was reviewed.

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**Craig Schultze made a motion to pay Compass Project Management \$21,262.50 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 December 31, 2019 was reviewed.

**Richard Nichols made a motion to pay Tappé Architects \$31,405.90 for services provided. The motion was seconded by Craig Schultze and passed unanimously.**

### Minutes

Meeting minutes from 12/18/19 were presented to the Committee for approval.

**Wayne Klocko made a motion to approve meeting minutes from 12/18/19 as written. Richard Nichols seconded the motion. The motion passed unanimously.**

### Adjournment

Wayne Klocko made a motion to adjourn the meeting at 8:15 p.m. The motion was seconded by Richard Nichols 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, February 25, 2020 at 7:00 p.m.