

Town of Millis

Elementary School Building Committee

Meeting Minutes of Tuesday, May 19, 2020

Virtual Meeting

Call to Order: Wayne Klocko called the meeting to order at 7:03 p.m.

Meeting Attendees:

ESBC Voting Members:

Diane Jurmain, Wayne Klocko (Chairman), Craig Schultze

ESBC Ex-Officio Members:

John Engler, Nancy Gustafson, Jim McCaffery, Terry Wiggins

Additional Attendees

Kimberly Borst - ESBC Department Assistant

Chris Eberly – Compass Project Management

Charlie Hay – Tappé Architects

Update on Construction Progress

Agostini has completed the bulk of the base contract work with only a few items remaining. Additional outstanding items that are the result of change orders include signage at the playground, Spanish language signs inside the school, replacement of a green screen, replacement fire gates, replacement trim around a light. These items should be completed by 7/10.

Tennis and pickleball courts are targeted for completion within the next 6 weeks. The asphalt for the tennis courts has been completed. Surfacing, fencing and gates will happen at a later date. The goal is to have the tennis courts playable by 7/10. A new fence contractor is going to perform the work that was on hold due to COVID-19 shutdowns. It is important to keep people and animals off the courts until completely finished. ESBC will secure the site until the end of the project. The school and town need to work together to come up with the rules for the courts.

The irrigation box for the soccer field will be completed by 6/1.

A list of warranty items is currently being reviewed with Agostini. The booster pump is performing well. The heat in room 250 is being addressed. Getting quotes on a damper solution as well as an exhaust fan for the boiler room.

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Radon

There is a slight delay on the radon work due to the carpenter on the project having to self-quarantine. Agostini and GZA are working together to find someone else to perform the work.

GZA's proposal delivered a plan for vacuum points. A subconsultant will be engaged to complete the radon system. There will be additional costs associated with designing and installing the system.

Change Orders/Direct Purchase Requests

The school requested microphones to be used by a group of students for chorus/band concerts. The quoted price for these microphones is \$1871.52.

Craig Schultze made a motion to approve \$1871.52 for microphones. Diane Jurmain seconded the motion.

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

A question was raised about Covid-19 related expenses. Tables were requested and purchased for one 5th grade classroom as part of FF & E. Tables won't work with the social distancing guidelines for students. It will cost approximately \$42,000.00 to switch from tables to desks in that 5th grade classroom as well as in preschool and kindergarten classrooms. It was suggested that the school look into funding from the CARES act to pay for the desks.

John Engler raised the issue of a 30+ inch walk behind lawn mower to use on the hills, catch basins, etc. The mower that they currently have doesn't work for those areas. A price of \$1,350.00 was mentioned. Engler to get a proposal together with specifics.

Community Communications Update

The next Community Communications update will be regarding the tennis/pickleball courts. The school will be responsible for communicating about the Radon situation.

Construction Administration

Collier's commissioning agent did a ten-month review of the project. He met with the electrician and HVAC plumbing sub-contractor. They issued an updated field report and issues list. There will be one more visit in June to review these items and any other issues that might come up.

A question about energy credits was raised. When the project is closed out, CHIPS will do a final audit/review before giving certification, once that is complete the Town can apply for reimbursement from the MSBA. Most reviews take a couple of months so it will likely be early Fall before completed.

Some follow up items need to be discussed with Julie Allen from Agostini. Are the charging stations working? The hard copy as-builts have been delivered to John Engler. Electronic versions need to be delivered to the DPW and School. Confirm that the earth/construction cameras have been terminated.

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An email from a Select Board member raised the question about funding from the school project being used for fencing/back stops for the playing fields. The feeling of the Committee is that the project has done nothing to encroach on the playing fields. In staying with the consistent and principled position of only funding things within the scope of the project, this would not qualify.

Invoices

A bills payable schedule for Agostini Construction for construction fees for the month of April was reviewed.

Diane Jurmain made a motion to pay Agostini Construction \$404,438.36 for services provided. The motion was seconded by Craig Schultze.

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

A bills payable schedule for Compass Project Management for project management services for the month of April was reviewed.

Diane Jurmain made a motion to pay Compass Project Management \$25,375.40 for services provided. The motion was seconded by Craig Schultze.

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

A bills payable schedule for Tappé Architects, Inc. for design services for the month of April was reviewed.

Craig Schultze made a motion to pay Tappé Architects \$27,312.82 for services provided. The motion was seconded by Diane Jurmain.

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

A bills payable schedule for GZA for radon work was reviewed.

Craig Schultze made a motion to pay GZA \$2,924.59. The motion was seconded by Diane Jurmain.

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

Minutes

Meeting minutes from 4/21/20 were presented to the Committee for approval.

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Diane Jurmain made a motion to approve meeting minutes from 4/21/20 as written. Wayne Klocko seconded the motion.

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

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 8:25 p.m. The motion was seconded by Diane Jurmain.

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

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, June 23, 2020 at 7:00 p.m.