

School Building Committee Meeting & Permanent Building Committee
Minutes of Wednesday, December 20, 2023
Zoom Meeting

Call to Order: Richard Nichols called the meeting to order at 7:31 p.m.

Meeting Attendees:

Mark Awdycki, Kimberly Borst, Marc Conroy, Jeff D'Amico (Vertex), Charlie Hay (Tappe) Ana Hurley, John Larkin, James McCaffrey, Robert Mullaney, Richard Nichols, John Proctor, Jeremy Stull, Erin Underhill, Mike Quinlan (Vertex)

The Designer Selection Panel for the Middle/High School project reviewed written proposals and interviewed three qualified candidates. After evaluating the firms, Tappe Architects was selected as the top choice with Raymond Design Associates and TSKP Studio tied for second.

Tappe will begin work in early January with the Preliminary Design Plan. They are committed to an aggressive schedule. Visioning sessions will take place in late January/February. Targeting design options for late February, conceptual pricing for late March, and April for submission to the MSBA.

Vertex recommends approval of the Tappe contract which includes \$535,000.00 for Tappe as well as \$173,910.00 for additional reimbursable services.

Rich Nichols made a motion to approve the Tappe contract in the amount of \$708,910.00 for Designer Services for the Middle/High School Project. Marc Conroy seconded the motion. By roll call vote Marc Conroy – aye; James McCaffrey – aye; John Larkin – aye; Richard Nichols – aye. The motion passed unanimously.

Vertex to compile budget report by next meeting to show where the project is at vs. the total amount allocated for the feasibility study.

A draft of the Ed Plan is circulating. Vertex and Tappe to provide feedback, refine and then submit to MSBA. MSBA feedback will be incorporated and plan will be updated. Committee will discuss at next meeting.

A website is in process and will launch in January. Vertex is looking at millisschoolproject.com and millisproject.com as domain options.

8:05 PM – Charlie Hay left the meeting.

School Building Committee Meeting & Permanent Building Committee
Minutes of Wednesday, December 20, 2023
Zoom Meeting

The Committee reviewed one invoice for payment:

Richard Nichols made a motion to approve the payment of \$7,000.00 to Vertex for OPM Services for the month of November for the Millis Middle/High School project. Marc Conroy seconded the motion. By roll call vote Marc Conroy – aye; James McCaffrey – aye; John Larkin – aye; Richard Nichols – aye. The motion passed unanimously.

The minutes from 11/15/23 were presented to the Committee for approval.

Richard Nichols made a motion to approve the minutes from 11/15/23 as written. Marc Conroy seconded the motion. By roll call vote Marc Conroy – aye; James McCaffrey – aye; John Larkin – aye; Richard Nichols – aye. The motion passed unanimously.

The next meeting of the School Building Committee will be held on Thursday, January 25, 2023 at 7:30 p.m. via Zoom.

8:09 PM – Mark Awdycki, Marc Conroy, Ana Hurley, and Robert Mullaney left the meeting.

PBC Business

Working on getting the Lansing Millis quote put in the Town's name. Waiting for quotes from the mason as well as quotes for fascia, downspouts and other items. An abatement company looked at the building, waiting on a proposal from them as well. PBC to work with Town Administrator to get funds released.

Richard Nichols made a motion to approve the payment of \$1,112.00 to Tresca for a generator pad at the DPW Building. John Larkin seconded the motion. By roll call vote - James McCaffrey – aye; John Larkin – aye; Richard Nichols – aye. The motion passed unanimously.

Adjournment

Rich Nichols made a motion to adjourn the meeting at 8:12 p.m. The motion was seconded by James McCaffrey. By roll call vote - James McCaffrey – aye; Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye. The motion passed unanimously.

Submitted by:

Kimberly Borst

Department Assistant, School Building Committee & Permanent Building Committee