

Town of Millis

Elementary School Building Committee

Meeting Minutes of Tuesday, November 22, 2016

Call to Order: ESBC chairman, Wayne Klocko, called the meeting to order at 7:07 p.m.

Meeting Attendees:

Elementary School Building Committee Voting Members

Denise Gibbons, Diane Jurmain, Wayne Klocko, Craig Schultze, and Jon Wine

Elementary School Building Committee Non-Voting Members

Richard Nichols, Jason Phelps, Jennifer Soule (School Committee)

Compass Project Management Representatives

Mike Berlin, Tim Bonfatti, Jeff D'Amico

Tappe Architects Representative

Charlie Hay

Richard Nichols has joined the Elementary School Building Committee, filling the spot that Dave Baker recently vacated.

Project Status Update & Schedule

The town voted to approve the land swap that was necessary in order to move forward with the Elementary School Project. The next step will be to get it in front of the legislators. We are waiting on a survey from Nitsch Engineering that will be important in determining encroachments. There is a security meeting scheduled for December 8th and technology meetings will be scheduled ASAP. The building Inspector's presence is requested at these meetings as well as a representative from the Police Department. The goal is to finish the design set in January, and by mid-February present numbers. Submission to the state is targeted by 3/23.

Updated Site Plan and Floor Plans

Charlie Hay from Tappe Architects presented a preliminary site plan and floor plans.

The plan is to widen Park Road at Main Street and create a third lane as a turning lane. Bus drop off will be to the South. The current connection to Spring Street will be maintained. Visitor and handicap parking will be located close to the Pre-K, K area. There will be access around the building for Police and Fire. An improved vehicular circulation pattern has been developed. There will be three varied age playgrounds. An outdoor classroom area is an option. The landscape architect will continue to refine the grade and layout. There will be more detail in plantings, benches, etc. in the next rendition of the plans.

The first floor of the building will contain administrative offices, a high ceilinged cafeteria to let in a lot of light, kitchen, nurses office, gym with a stage at one end, art, music and tech rooms as well as classrooms for Pre-K and Kindergarten. There is a separate pre-K entrance. The roof will be raised in

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the center zone for acoustics and light. The usable public space will all be by the main entrance and will be able to be closed off from the classrooms. The second floor will house grades 1 and 2 in one wing and 3, 4, and 5 in another wing. The library will be split between the two wings in the center hallway area and can be used as project space. Additionally there is a plan for a teacher planning room/area that offers teachers a place to go if their classroom is being used. A STEM lab, and SPED classrooms will also be located on the second floor.

Exterior Design Elements

The exterior material recommendation was red brick in order to tie in with the other town buildings such as the middle/high school and town hall. Committee requested some other suggestions for the exterior. There will be a covered area for the children to wait under similar to the one at the front of the current elementary school. An architectural tie-in to the bandstand was discussed as an option. High performance aluminum windows would be used. There was a discussion about roof and materials. A large part of the roof would be flat which raised concern among some committee members. Options will be researched including a metal roof.

Discussion

Committee members were surveyed on their thoughts and feedback on what had been discussed. Most feedback was positive, some areas of concern were the unconventional library space and where the mechanical pieces would they go? The ESBC asked Tappe to investigate the cost and feasibility of a metal roof, and to think about an exterior option other than the originally recommended red brick. In addition, for the next rendition of plans, the committee asked to see the bandstand imposed on the plans, more on borrowed light, and assurance that the common interior space will be dramatic. The committee asked Compass and Tappe to discuss preliminary assumptions as to how this project will get done, for example, are they thinking CM at Risk?

We need to formally request a special town meeting from the selectmen.

9:15 Charlie Hay left the meeting.

Invoices

A bills payable schedule for KP Law, P.C. for services rendered through September 30, 2016 was reviewed.

Jon Wine made a motion to pay KP Law, P.C. \$2,852.50 for services provided. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for Compass Project Management for services rendered through October 31, 2016 was reviewed.

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Jon Wine made a motion to pay Compass Project Management \$7,466.00 for services provided. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for Tappé Architects, Inc. for services rendered through October 31, 2016 was reviewed.

Jon Wine made a motion to pay Tappé Architects \$50,000.00 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

Minutes

The meeting minutes from 10/25/16 were presented for approval.

Denise Gibbons made a motion to approve the minutes of 10/25/16 as written. Diane Jurmain seconded the motion. The motion passed unanimously.

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 9:25 p.m. The motion was seconded by Jon Wine and passed unanimously.

Submitted by:

Kimberly Borst
Elementary School Building Committee Secretary
Town of Millis

The next meeting of the ESBC will be held on December 6, 2016 at 7 p.m. in room 130 at Town Hall.