

Town of Millis

Elementary School Building Committee

Meeting Minutes of Monday, March 14, 2016

Call to Order: Craig Schultze called the meeting to order at 7:08 p.m.

Meeting Attendees:

Elementary School Building Committee Voting Members

Denise Gibbons, Diane Jurmain, Craig Schultze

Elementary School Building Committee Non-Voting Members

Dave Baker

Compass Project Management Representatives

Jeff D'Amico, Tim Bonfatti

Tappe Associates, Inc. Representative

Chris Blessen

Other Attendees

Kimberly Borst (Administrative Assistant to the Elementary School Building Committee), Peter Harkey (Millis Resident)

Land Swap Article 97

The interpretation from legal on the town owned parcels of land that may be affected by a new school was discussed. There is still some confusion as to who owns which parcels of land. Tappe will reconfirm who owns what and illustrate on a map. Under Land Swap Article 97, whatever park land you take away must be replaced. Any park land that is used for this project will be replicated. Additionally, the committee is committed to making sure there no fields are lost. If a field is taken away it would be replaced somewhere else. Land ownership needs to be sorted out in order to move forward with developing concepts.

Design Progress Update

Chris Blessen, Charlie Hay and Jeff D'Amico will be meeting next week with Jason Phelps and Nancy Gustafson to discuss interior design.

Recap MSBA Comments

MSBA has not provided feedback yet, it is expected later this week.

Project Schedule

Jeff D'Amico handed out an updated project schedule (Handout A). Highlights include presenting site options to the community at the next Forum on 4/13, holding another community forum in late May to collect feedback, submitting approved Schematic Design to the state at the end of September, and scheduling a special town meeting for early February. Overall the schedule has been bumped out 7 weeks from where we started.

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Minutes

The meeting minutes from 2/17/16 were presented to the committee.

Craig Schultze made a motion to approve the minutes of 2/17/16 as written. Diane Jurmain seconded the motion and it passed unanimously.

Invoice

A bills payable schedule for Compass Project Management for services rendered through February 29, 2016 was reviewed.

Craig Schultze made a motion to pay Compass Project Management \$13,212.50 for services provided. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for Tappe Architects, Inc. for services rendered through February 29, 2015 was reviewed.

Craig Schultze made a motion to pay Tappe Architects \$48,220.00 for services provided. The motion was seconded by Diane Jurmain and passed unanimously.

Adjournment

Diane Jurmain made a motion to adjourn the meeting at 8:30 p.m. The motion was seconded by Denise Gibbons and passed unanimously.

Submitted by:

Kim Borst
Secretary, Millis Elementary School Building Committee

The next meeting of the Elementary School Building Committee will be held on Wednesday April 6, 2016 at 9 a.m. at the Millis Town Hall, Room 130.