

Town of Millis

Elementary School Building Committee

Meeting Minutes of Wednesday, June 15, 2016

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

Meeting Attendees:

Elementary School Building Committee Voting Members

Wayne Klocko (Chairman), Denise Gibbons, Diane Jurmain, Craig Schultze, Jon Wine

Elementary School Building Committee Non-Voting Members

David Baker, Steven Catalano (School Committee), Nancy Gustafson (Superintendent of Schools), Jason Phelps (CFB Principal), Jennifer Soule (School Committee),

BOS Representatives

Catherine C. MacInnes, James Neville

Compass Project Management Representatives

Jeff D'Amico, Tim Bonfatti

Tappe Associates, Inc. Representative

Charlie Hay

The Elementary School Building Committee (ESBC) has pared down the list of options for the proposed new or renovated elementary school to four and by the end of tonight's meeting, the committee will vote on its preferred option. Each member of the ESBC was introduced with a brief explanation of their role on the committee. The meeting was then turned over to Compass Project Management and Tappe Architects to go through the merits of the four options being considered and explain how they were evaluated against each other.

James Neville called the Board of Selectmen's Meeting to Order at 7:09.

Jennifer Soule called the School Committee meeting to order at 7:11.

Tim Bonfatti from Compass Project Management explained where the Elementary School Building project stands and how it got to this point. Bonfatti walked through the timeline which started with a Community Forum in January of 2016. This forum took place after visioning sessions to create an education plan. The education plan was submitted to the MSBA and approved in March of 2016. There were originally 12 different alternatives presented to the community at the 2nd community forum in April. Those 12 alternatives have since been narrowed down to the four being presented today. A vote will take place today for the preferred schematic of the four and then in September the MSBA will meet to approve it. Once the preferred alternative is chosen, it will become clearer how much land will need to be swapped in order for the land transfer to go through in time for March of 2017 approval. A final vote to move forward with the project would be taken at a May 2017 town meeting.

Town of Millis

Elementary School Building Committee

Meeting Minutes of Wednesday, June 15, 2016

Charlie Hay from Tappe Architects walked the group through the four alternatives explaining that these options are a result of a lot of legwork, testing and vetting. The MSBA process asks that the town look at a complete renovation option, an addition/renovation option, and a replacement option.

Option 1A.1 is renovating the existing Clyde Brown to bring it into to code compliance. The building would still look the same. Modular classrooms to house the students would be placed in the field space of the town park for two years. This renovation plan does not meet the education program and would not accommodate the 5th grade moving back to the Elementary School.

Option 1A.2 would be to expand the existing Clyde Brown School. The option would allow for better parking and pick up/drop flow. Additionally, a two story classroom wing would be added on one side and the newest wing would be renovated for earlier learning with the cafeteria and gym in the center. This option would require that half the school be relocated to modular classrooms and there would be periods during construction where there would be no cafeteria, no gym, no administrative offices. This would be a three year construction project and modular in the baseball fields would result in loss of field use.

Option 1B.2 is a new construction option that places the school on the knoll by CFB and where the current CFB is now would become parking. There would be a new school boulevard by the entrance to the town hall with a modified traffic light. Spring Street would be an exit option. The school would house three different learning communities – early learning, grades one and two, and grades three, four, and five. There would be a public zone near the entrance with a gym, cafeteria, administrative offices, and music and art areas. The first floor would house the early learning center while the upper floor would house grades one and two on one side and grades three, four and five on the other side. The existing CFB would remain in operation while the new school was being built very close by. The pick-up and drop-off area would need to be relocated. There would be a period of time when the new school opens that the final pick-up and drop-off and parking area would not be ready due to the fact that the old school will take time to demolish. This option would result in the loss of some playing fields for 3 – 4 years.

Option 1C.3 is a second new construction option that would place a new school where the current dirt van parking is and where the tennis and basketball courts are currently. The bus drop would be between the Middle School/High School. There would be a separate drop-off loop and parking area. It would relocate a baseball field and tennis and basketball court to where Clyde Brown is now. This option would connect all the green park/field space together. Traffic would come in the new two way boulevard mentioned in the previous option and run along Park Street. There would be no left turn from Monroe and there would be restrictions on McCabe during school pick up and drop off hours. The school would be similar in layout to option 1B.2 mentioned above. It reflects the ideas of the district. There would be a public zone by the front entrance with all of the shared spaces such as the cafeteria, gym. There would be a separate entrance for the early learning center. The construction is more

Town of Millis

Elementary School Building Committee

Meeting Minutes of Wednesday, June 15, 2016

straightforward with this option and when school opens for the first time everything will be ready to go including parking and pick-up, drop-off. The tennis courts, basketball courts and one baseball field would need to be relocated.

Jeff D'Amico from Compass Project Management distributed an "Evaluation Matrix of Options" to the committee (Handout A) that compiled all of the feedback from the working group into one document. The document lists the four previously mentioned options across the top and the criteria that the working group thinks is important to Millis along the left side. Color coded squares show the options that rise to the top as what the working group felt was the most advantageous. Option 1A.1 was the least advantageous and Option 1C.3 was the most advantageous according to the matrix.

People were invited to come to the podium to ask questions about the project. Issues and questions about things such as cost, land swapping and concern over the preserving the bandstand and playground were raised. The committee explained that we don't have hard numbers on cost at this point, that information will be available closer to the February time frame. All the options listed will have a similar price tag. The goal is to preserve the bandstand and playground. Once an option is officially selected the committee will have a better idea about the amount of land that will need to be swapped.

Wayne Klocko explained that the town by-laws say that only the voting members of the Elementary School Building Committee can vote on which option we will move forward with but that the ESBC likes to poll everyone on the committee and in attendance as to their views prior to the vote. Everyone polled including voting members, non-voting members, consultants, and audience selected option 1C.3 as the preferred option.

Craig Schultze made a motion to recommend option 1C.3 as the preferred schematic option for the new elementary school. Diane Jurmain seconded the motion and it passed unanimously.

A combined meeting of the Board of Selectmen and the School Committee needs take place as soon as possible in order for them to vote to endorse the option chosen by the ESBC. James Neville to check with other Board members on availability and get something posted.

Jennifer Soule made a motion to adjourn the School Committee meeting. Denise Gibbons seconded the motion and it passed unanimously.

James Neville made a motion to adjourn the Board of Selectmen's meeting. Catherine MacInnes seconded the motion and it passed unanimously.

Town of Millis
Elementary School Building Committee
Meeting Minutes of Wednesday, June 15, 2016

Invoices

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

Craig Schultze made a motion to pay Compass Project Management \$11,751.99.00 for services provided. The motion was seconded by Denise Gibbons and passed unanimously.

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

Craig Schultze made a motion to pay Tappé Architects \$26,665.00 for services provided. The motion was seconded Denise Gibbons and passed unanimously.

Minutes

The meeting minutes from 5/11/16 were presented and reviewed.

Craig Schultze made a motion to approve the meeting minutes from 5/11/16. The motion was seconded by Denise Gibbons. The motion passed unanimously.

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 8:47 p.m. The motion was seconded by Jon Wine and passed unanimously.

Submitted by:

Kimberly Borst
Elementary School Building Committee Secretary
Town of Millis