

Town of Millis

Elementary School Building Committee

Meeting Minutes of Tuesday, August 23, 2016

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

Meeting Attendees:

Elementary School Building Committee Voting Members

Wayne Klocko (Chairman), Diane Jurmain, Craig Schultze

Elementary School Building Committee Non-Voting Members

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

BOS Representatives

Catherine C. MacInnes

Compass Project Management Representatives

Jeff D'Amico, Tim Bonfatti

Tappe Associates, Inc. Representative

Chris Blessen

Facilities Assessment Subcommittee Meeting with MSBA

A meeting will be held in Boston tomorrow with the Facilities Assessment Subcommittee from the MSBA. 20 minutes have been allotted for the presentation, with a maximum of 16 slides allowed. Nancy Gustafson and Jason Phelps will handle the presentation.

Land Transfer

A conference call was held with town counsel to clarify zoning requirements. A determination on how much street frontage is necessary needs to be made. Park Road technically ends before it gets to the proposed new school. A roadway will need to be carved out for the school.

Tappe will determine the exact square footage needed for the new school including necessary setbacks. After that survey takes place, it will become clear how much land will need to be swapped. Land offered as a swap must have inherent value and be equal to what is taken.

State Approval Process

The following was presented to the committee as the anticipated timeline for the project.

September 2016 – Informal meeting with EOEA on Article 97 land swap.

November 2016 – Town meeting vote on Article 97 land swap.

January 2017 – Submit SD report to MSBA.

January 2017 – Petition legislature on Article 97 land swap.

March 2017 – MSBA Board vote on PSBA.

March 2017 - Legislature approves Article 97 land swap.

April 2017 – Millis STM vote on PSBA.

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May 2017 – Millis votes ballot initiative on PSBA.

October 2017 – Commence construction.

Full Site Survey Proposal

A survey and subdivision plot plan will be needed in order to move forward with building a new elementary school.

Craig Schultze made a motion to approve Tappé Architects incurring an additional cost of up to \$20,000 through a subcontractor for the survey and subdivision plot plans necessary to build the preferred school option. Diane Jurmain seconded the motion and it passed unanimously.

7:57 p.m. Catherine MacInnes arrived.

Invoices

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

Craig Schultze made a motion to pay Compass Project Management \$7,511.50 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 July 31, 2016 was reviewed.

Craig Schultze made a motion to pay Tappé Architects \$16,398.25 for services provided. The motion was seconded Diane Jurmain and passed unanimously.

Minutes

The meeting minutes from 7/25/16 were presented and reviewed.

Diane Jurmain made a motion to approve the meeting minutes from 7/25/16. The motion was seconded by Craig Schultze. The motion passed unanimously.

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 8:07 p.m. The motion was seconded by Craig Schultze and passed unanimously.

Submitted by:

Kimberly Borst
Elementary School Building Committee Secretary

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