

Town of Millis

Elementary School Building Committee

Meeting Minutes of Tuesday, September 20, 2016

Call to Order: ESBC member, Craig Schultze, called the meeting to order at 6:03 p.m.

Meeting Attendees:

Elementary School Building Committee Voting Members

Denise Gibbons, Craig Schultze, and Jon Wine

Elementary School Building Committee Non-Voting Members

Steven Catalano (School Committee), John Engler (Director of Operations, MPS), Nancy Gustafson (Superintendent of Schools), Jennifer Soule (School Committee)

Compass Project Management Representatives

Jeff D'Amico, Mike Berlin, Tim Bonfatti

Tappe Associates, Inc. Representative

Charlie Hay

Review Ch. 97 Land Swap Progress and Next Steps

Jeff D'Amico from Compass Project Management reviewed the current parcel plan and the proposed parcel plan which includes the land swap. (See Handout A, Parcel Plans 9/14/16) The committee met with the Executive Office for Energy and Environmental Affairs regarding the proposed land swap to see if it would be acceptable. In an ideal world the swap would be 2:1 with similar land changing hands. They thought the proposal looked good, but asked if the land by the high school track was an option for swap as it was more similar to what was being swapped than what was originally proposed.

Craig Schultze made a motion to recommend that the Selectmen approve the swaps and transfers as depicted on the "Revised Parcel Plan" dated 9/14/16. Jon Wine seconded the motion and it passed unanimously.

Survey Proposal Approval

A survey and subdivision plot plan that is needed in order to move forward with building a new elementary school was voted on at the 8/23/16 ESBC meeting. Tappe was to move forward on this project for the not to exceed amount of \$20,000. The proposal has been amended since then to \$22,000.

Craig Schultze made a motion to recommend approval to the Selectmen of Tappé Architects' proposal for additional services dated September 9, 2016 for a supplemental topographic survey which was originally proposed at \$20,000 and has been amended to \$22,000. Jon Wine seconded the motion and it passed unanimously.

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A meets and bounds survey of town owned property is needed to move forward. This project would include deed research along with an on the ground boundary survey of the approximately 53 acres sited. Services would also include an Article 97 plan submission with newly created parcels.

Craig Schultze made a motion to recommend approval to the Selectmen of Tappé Architects' proposal for additional services dated September 20, 2016 in the not to exceed amount of \$60,500.00 for a meets and bounds survey of the entire town property. Jon Wine seconded the motion and it passed unanimously.

Invoices

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

Craig Schultze made a motion to pay Compass Project Management \$8,486.50 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 August 31, 2016 was reviewed.

Craig Schultze made a motion to pay Tappé Architects \$9,110.00 for services provided. The motion was seconded Jon Wine and passed unanimously.

Minutes

The meeting minutes from 8/23/16 were presented but held over to the next meeting due to absent committee members needed for approval.

Adjournment

Craig Schultze made a motion to adjourn the meeting at 6.38 p.m. The motion was seconded by Jon Wine and passed unanimously.

Submitted by:

Kimberly Borst
Elementary School Building Committee Secretary
Town of Millis