

Elementary School Building Committee Meeting
Minutes of Tuesday April 17, 2018
Town Hall, Room 130

Call to Order: Wayne Klocko called the meeting to order at 7:04 p.m.

Meeting Attendees:

ESBC Members:

Diane Jurmain, Wayne Klocko (Chairman), Richard Nichols, Craig Schultze, Kim Borst (Department Assistant)

Additional Attendees

Julie Allen – Agostini Construction

Jeff D’Amico & Mike Berlin – Compass Project Management

Charlie Hay – Tappe Architects

Construction Progress and Schedule

The project is on schedule. Steel is arriving tomorrow. The crane is on site. Currently working on the footing and walls. The footings should be finished by the end of the week and walls the following week. Agostini is following up with contractors to be sure all CORIs have been completed. No one without a completed CORI will be allowed on site.

The Electrical conduit has started. Inspection on a piece that runs from Park Street has been inspected and approved. The main line from Main Street has been inspected twice by the Eversource inspector.

Plumbing inspections have been taking place. There is a lot of underground plumbing in A because of the kitchen.

Agostini to follow up with building inspector to confirm definition of ‘weather tight’ to know when activities such as pulling wire can be started.

Permitting

Agostini has received the building permit and now waiting on Electrical & Plumbing permits.

Utility Update

Eversource has finished the design. They need to formally issue and then calculate the back charge. Compass to reach out to Columbia Gas to get things queued up for this summer.

MSBA Update

The MSBA signed the PFA and returned it to the Town. Compass has entered the budget and submitted the first reimbursement request on behalf of the town. There have been \$5.65 million submitted in project costs to date and of that, \$2.7 are eligible for reimbursement. Next step is for MSBA to sign the amendment to the Funding Agreement which will likely take several months. This will reflect the GMP.

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Exterior Mock Up Panel

Brick samples should be in next week. Once they are in, a decision will have to be made quickly. Brick will be what the committee already saw on a sample board. Panels and window samples will come later. Roof samples will also be provided. Committee requested that all samples be ready for next ESBC meeting.

Pine Trees

Warner Lawson thinks that the trees that have been identified and protected at the site can be saved. There was concern raised that if the construction impacts them and they die in 5 years after the project concludes and we will have to pay to have them removed. We are going to try our best to save them in an effort to be sensitive to concerns over trees.

Two Week Look Ahead

Diane Jurmain reported that the latest 2 week look ahead was posted at the end of last week and there have been approximately 1000 hits on Facebook. The look ahead has also been posted on the town website.

Signatory Vote

Due to the nature of the project requiring fast turnaround on certain items, the committee has decided to designate a signatory that can sign and approve invoices between ESBC meetings should the need arise.

Craig Schultze made a motion to authorize Wayne Klocko to sign/approve invoices up to \$10,000 on behalf of the ESBC, pursuant to MGL chapter 41, section 56. Diane Jurmain seconded the motion and it passed unanimously.

Legal Bills from Fitzgerald Lawsuit

The Town Administrator has prepared a formal request asking that the ESBC cover the cost of legal fees from the Fitzgerald vs. Town of Millis lawsuit from the school project budget. The total cost of this expense would be \$46,970.

Craig Schultze made a motion to approve a transfer of \$46,970 from the new elementary school project funds to the town legal fund to cover expenses incurred from the Fitzgerald vs. Town of Millis lawsuit. Diane Jurmain seconded the motion. The motion passed unanimously.

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Invoices

A bills payable schedule for Compass Project Management for project management services rendered through March 31, 2018 was reviewed.

Craig Schultze made a motion to pay Compass Project Management \$51,692.31.00 for services provided. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for Tappé Architects, Inc. for design services rendered through March 31, 2018 was reviewed.

Craig Schultze made a motion to pay Tappé Architects \$84,412.64 for services provided. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for Agostini Construction for Application 4 for Contractor's Payment through March 31, 2018 was reviewed.

Diane Jurmain made a motion to pay Agostini Construction \$1,673,146.56 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for BETA for peer review services was reviewed.

Craig Schultze made a motion to pay BETA \$5,733.56 for services provided. The motion was seconded by Jon Wine and passed unanimously.

A bills payable schedule for GCG Associates, Inc. for the review of shop drawings for the Construction of the new Clyde Brown School was reviewed.

Diane Jurmain made a motion to pay GCG Associates, Inc. \$105.00 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for the Town of Millis Building Department – Electrical Inspector for March through June 2018 flat fee for electrical inspections was reviewed by the committee.

Craig Schultze made a motion to pay Town of Millis Building Department \$620 for March through June electrical inspections. Diane Jurmain seconded the motion and it passed unanimously.

Minutes

Meeting minutes from 3/15/18 were presented to the committee for approval.

Wayne Klocko made a motion to approve the meeting minutes from 3/15/18 as written. Craig Schultze seconded the motion. The motion passed unanimously.

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 8:50 p.m. The motion was seconded by Craig Schultze and passed unanimously.

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Submitted by:
Kimberly Borst
Department Assistant, Permanent Building Committee

The next meeting of the Elementary School Building Committee will be held on Tuesday, May 15th at 7:00 p.m.