

**Elementary School Building Committee Meeting**  
**Minutes of Tuesday May 15, 2018**  
**Town Hall, Room 130**

**Call to Order:** Wayne Klocko called the meeting to order at 7:11 p.m.

**Meeting Attendees:**

**ESBC Members:**

Mike Banks, John Engler, Nancy Gustafson, Diane Jurmain, Wayne Klocko (Chairman), Richard Nichols, Craig Schultze, Kimberly 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

We are 14% into construction process. Steel erection is on schedule. Foundations have been completed. Underground plumbing and electrical in A & C wings is 95% finished. The mason starts June 21<sup>st</sup>. Slabs will be poured June 4<sup>th</sup> for A wing. Roofing will begin mid-June. CORI’s are coming in for the next trades to start.

There was an incident at the site with a large Oak Tree that was being removed because it was too close to the building and was not stable with much of the dirt around it having been removed. While trying to remove the tree it fell, landing on the corner of the building where the kitchen area is. The deck was slightly damaged and the steel piece needs to be replaced. They will be able to unbolt and replace the edge piece. Although there were worker’s in the general area, no one was hurt. A structural engineer will be called in to verify that there aren’t any cracks in the foundation. Moving forward extra precaution will be taken to ensure the safety of all the workers on site.

Coordination with Other Town Projects

The town is paving Main Street from Auburn to Exchange. This extends to where we will be doing sewer work connecting into Main Street. The town has requested that we move up the sewer work so that we aren’t digging up the newly paved road. This request will be accommodated.

There has been an issue with surface water at the bottom of Monroe Street by the batting cages during heavy rain. DPW would like to tie in to our new manhole. That project will be accelerated but will not be started until school is over at the end of June.

A request was brought to the committee to move the basketball court to another location on the property that is further away from the playground. It has been determined that because this request came after the GMP it cannot be accommodated. In light of that determination, it was requested that a location by the CFB flag football field and the current preschool parking lot be considered for an additional court. Funding would be an issue, as well as logistics with abutters, lighting, noise, etc. Agostini and Tappe were asked to come to the next meeting with a simple sketch and cost estimate for

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an additional court. In the meantime, we will remain aware of the potential site and refrain from doing anything in that area that would prevent a court (or something else) from being built in the future.

Permitting

We have reached out to Mike Giempietro to determine when we will have plumbing and electrical permits.

Utility Update

We have received the invoice from Eversource. It will be approved at tonight's meeting and then submitted to accounting for processing. A check will be cut on May 24<sup>th</sup> for Eversource to pick up at the Treasurer's office.

Columbia Gas has confirmed that they have the capacity to service both schools at the same time.

MSBA Update

The MSBA visited the site last week and was happy with the progress. The first reimbursement check for \$2.6 million was received. This check reflects a backlog due to the delay from the signing of the Project Funding Agreement. Moving forward, reimbursements will be submitted and issued on a more regular basis.

GMP Buyout & Contract Award

There are still some trades that need to be bought out by the end of May.

Exterior Mock Up Panel

Brick samples, color chips for panels and roof color samples were provided to the committee to look over. The committee chose slate grey for the roof and a custom lighter grey color if possible for the panels. If custom is not an option, we will revert to second choice. Window samples will come later.

9:15 p.m. – Julie Allen, Mike Banks, Mike Berlin, John Engler, Nancy Gustafson, Charlie Hay, left the meeting.

Invoices

A bills payable schedule for Compass Project Management for project management services rendered through April 30, 2018 was reviewed.

**Craig Schultze made a motion to pay Compass Project Management \$55,903.50 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 April 30, 2018 was reviewed.

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**Craig Schultze made a motion to pay Tappé Architects \$46,306.20 for services provided. The motion was seconded by Diane Jurmain and passed unanimously.**

A bills payable schedule for Eversource for utility backcharges was reviewed.

**Diane Jurmain made a motion to pay Eversource \$46,047.00 for utility backcharges. The motion was seconded by Craig Schultze and passed unanimously.**

A bills payable schedule for Agostini Construction for Application 5 for Contractor's Payment through April 30, 2018 was reviewed.

**Diane Jurmain made a motion to pay Agostini Construction \$1,987,961.93 for services provided. The motion was seconded by Craig Schultze and passed unanimously.**

A bills payable schedule for Jody Cleary for reimbursement for time and expenses related to processing CORI reports.

**Craig Schultze made a motion to pay Jody Clear \$1,635.50 for time and expenses. The motion was seconded by Diane Jurmain and passed unanimously.**

A bills payable schedule for the Town of Millis Building Department – Electrical Inspector for temporary service inspection was reviewed by the committee.

**Craig Schultze made a motion to pay Town of Millis Building Department \$50.00 for inspection of temporary service. Diane Jurmain seconded the motion and it passed unanimously.**

Minutes

Meeting minutes from 4/17/18 were presented to the committee for approval.

**Wayne Klocko made a motion to approve the meeting minutes from 4/17/18 as written. Diane Jurmain seconded the motion. The motion passed unanimously.**

Adjournment

**Wayne Klocko made a motion to adjourn the meeting at 9:32 p.m. The motion was seconded by Craig Schultze and passed unanimously.**

Submitted by:

Kimberly Borst

Department Assistant, Permanent Building Committee

*The next meeting of the Elementary School Building Committee will be held on Wednesday, June 13<sup>th</sup> at 7:00 p.m.*

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