

# Town of Millis

## Elementary School Building Committee

### Meeting Minutes of Wednesday, February 15, 2017

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

#### **Meeting Attendees:**

##### **Elementary School Building Committee Voting Members**

Denise Gibbons, Diane Jurmain, Wayne Klocko, Craig Schultze, and Jon Wine

##### **Elementary School Building Committee Non-Voting Members**

Steven Catalano (School Committee), Nancy Gustafson (Superintendent), Richard Nichols, Jeffrey Phelps (Principal, Clyde Brown), Jennifer Soule (School Committee)

##### **Compass Project Management Representatives**

Jeff D'Amico

##### **Tappé Architects Representative**

Charlie Hay

##### **Other Attendees**

Judy O'Gara (Editor, Our Town Publishing)

#### Project Budget Cost Estimate

A summary sheet on the projected budget for a new Clyde Brown School was handed out to attendees. The costs were listed as follows:

Building Construction: \$34,911,000

Site Construction: \$7,780,000

Project Management and Clerk of the Works: \$1,498,000

Design and Consultant Fees: \$3,871,000

Other Administrative Costs: \$366,000

Furniture, Equipment and Technology: \$1,236,000

Contingencies: \$2,104,000

**Project Budget: (May 2017 Appropriation) \$51,766,000** (*this number does not include the previously approved and funded \$1.0M for the feasibility phase*)

**MSBA Maximum Total Facilities Grant: (\$21,485,000)** (*reimbursement subject to MSBA determination*)

**Projected Town Share of Project Costs: \$30,281,000**

Discussion ensued among attendees regarding the budget numbers and whether or not to move forward with the project with the costs that were outlined. All were polled and agreed that they believe moving forward with this plan would be the best outcome for the community.

**Craig Schultze made a motion to recommend that the ESBC approve the \$52,765,857 total project budget for the Clyde Brown School Project which includes the \$1,000,000 that the town already approved for the Feasibility Study. Denise Gibbons seconded the motion and it passed unanimously.**

# Town of Millis

## Elementary School Building Committee

### Meeting Minutes of Wednesday, February 15, 2017

#### Project Schedule

The target date for opening the new school would be September 2019. If possible, we'd like to start the design development phase by April 1 which is before Town Meeting. In order to do this, \$100,000 would need to be released from the Feasibility Study Contingency. If the design development phase doesn't start early, the project may not hit the targeted opening date of September 2019.

#### Community Outreach Sessions

Community Outreach Sessions are targeted for the following dates:

3/2 – Community Forum #1, VMB Rm 229, 7:00 P.M.

3/7 – Presentation to the School Committee, MHS Library, 7:30 P.M.

3/13 – Presentation to the Board of Selectmen, VMB Room 229, 7:00 P.M.

3/15 – Presentation to the Finance Committee, VMB Room 229, 7:00 P.M. (estimated time slot 8:30 P.M.)

3/18 – Community Forum #2, Millis Police Station Community Room, 10:00 A.M.

4/13 – Community Forum #3, VMB Rm 229, 7:00 P.M.

9:15 p.m. – Charlie Hay, Jeff D'Amico, Nancy Gustofson, and Jeffrey Phelps left the meeting.

#### Invoices

A bills payable schedule for Compass Project Management for services rendered through January 31, 2017 was reviewed.

**Craig Schultze made a motion to pay Compass Project Management \$11,391.46 for services provided. The motion was seconded by Jon Wine and passed unanimously.**

A bills payable schedule for Tappé Architects, Inc. for services rendered through January 31, 2017 was reviewed.

**Craig Schultze made a motion to pay Tappé Architects \$43,140 for services provided. The motion was seconded by Jon Wine and passed unanimously.**

A bills payable schedule for KP Law, PC for services rendered was reviewed.

**Denise Gibbons made a motion to pay KP Law, PC \$1,960.00 for services provided. The motion was seconded by Jon Wine and passed unanimously.**

A bills payable schedule for Millis Police for a detail on 1/12/17 was reviewed.

# Town of Millis

## Elementary School Building Committee

Meeting Minutes of Wednesday, February 15, 2017

**Diane Jurmain made a motion to pay Millis Police \$217.08 for services provided. The motion was seconded by Denise Gibbons and passed unanimously.**

### Minutes

The ESBC minutes from 1/3/17 were presented to the committee and reviewed.

**Diane Jurmain made a motion to approve the minutes of 1/3/17 as written. Denise Gibbons seconded the motion and it passed unanimously.**

### Adjournment

Wayne Klocko made a motion to adjourn the meeting at 9:35 p.m. The motion was seconded by Jon Wine and passed unanimously.

Submitted by:

Kimberly Borst  
Elementary School Building Committee Secretary  
Town of Millis

The next meeting of the ESBC will be held on March 15, 2017 at 7:45 p.m. in room 130 at Town Hall.