

Town of Millis

Elementary School Building Committee

Meeting Minutes of Wednesday, March 15, 2017

Call to Order: ESBC Chairman, Wayne Klocko, called the meeting to order at 7:45 p.m.

Meeting Attendees:

Elementary School Building Committee Voting Members

Denise Gibbons, Wayne Klocko, Jon Wine

Elementary School Building Committee Non-Voting Members

Steven Catalano (School Committee), Nancy Gustafson (Superintendent), Richard Nichols, Jennifer Soule (School Committee), Catherine MacInnes (BOS)

Compass Project Management Representatives

Tim Bonfatti, Mike Berlin

Tappé Architects Representative

Chris Blessen

Schematic Design Submission

Denise Gibbons made a motion to approve the Project Schematic Design Report that is to be submitted to the MSBA on March 23, 2017. Wayne Klocko seconded the motion and it passed unanimously.

Upcoming Community Outreach Sessions

The committee reviewed the schedule for Community Outreach Sessions.

3/15 – Presentation to the Finance Committee, VMB Room 229, 8:30 P.M.

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

3/27 - Council on Aging, Town Hall, 10:00 A.M.

4/4 – Lions Club, Primavera, 7:30 P.M.

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

Additional Services Request

Denise Gibbons made a motion to approve the Compass Project Management amendment for \$16,500 to manage and support the Article 97 land swap process to extend through completion of schematic design. Jon Wine seconded the motion and it passed unanimously.

The committee also discussed the Tappe contract amendment to proceed with design development using \$100,000 of the initial appropriation for the Feasibility Study. The ESBC approved this at its 1/3/17 meeting and will ask the Selectmen to approve it at an upcoming meeting.

After the Compass and Tappe amendments, there is approximately \$63,000 left in the Feasibility Study budget.

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Invoices

A bills payable schedule for Compass Project Management for services rendered through February 28, 2017 was reviewed.

Denise Gibbons made a motion to pay Compass Project Management \$22,692.00 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 February 28, 2017 was reviewed.

Denise Gibbons made a motion to pay Tappé Architects \$43,325.00 for services provided. The motion was seconded by Jon Wine and passed unanimously.

A bills payable schedule for KP Law, PC for services rendered through January 31, 2017 was reviewed.

Denise Gibbons made a motion to pay KP Law, PC \$1,067.50 for services provided. The motion was seconded by Jon Wine and passed unanimously.

Minutes

The ESBC minutes from 2/15/17 were presented to the committee and reviewed.

Jon Wine made a motion to approve the minutes of 2/15/17 as written. Denise Gibbons seconded the motion and it passed unanimously.

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 8:26 p.m. The motion was seconded by Jon Wine and passed unanimously.

Submitted by: Kimberly Borst, Department Assistant
Elementary School Building Committee, Town of Millis

The next meeting of the ESBC will be held on March 28, 2017 at 7:00 p.m. in room 130 at Town Hall.

These minutes were voted on and approved as written at the 3/28/17 ESBC meeting.

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