

Town of Millis

Elementary School Building Committee

Meeting Minutes of Tuesday, May 4, 2017

Call to Order: ESBC Chairman, Wayne Klocko, called the meeting to order at 7:03 p.m.

Meeting Attendees:

Elementary School Building Committee Voting Members

Denise Gibbons, Wayne Klocko, Craig Schultze, Jon Wine

Elementary School Building Committee Non-Voting Members

Steven Catalano (School Committee), Nancy Gustafson (Superintendent), Jennifer Soule (School Committee), Cathy MacInnes (Selectman)

Compass Project Management Representatives

Jeff D'Amico, Mike Berlin

Tappe Architect Representative

Chris Blessen

Additional Attendees

Kerri Roche (School Committee)

Discussion re: Email Sent by Committee Member

There was community feedback regarding an email sent out by Elementary School Building Committee member Steven Catalano. There was concern that the email was an inappropriate use of school project email addresses and endorsement of candidates for school committee.

After consulting with Marc Conroy, the Chairman of the School Committee, who spoke with the ethics commission regarding the email, the ESBC decided to issue the following response.

Jon Wine made a motion to send the following response to the complainant(s), copying Jim McCaffery and Marc Conroy. "Thank you for your email. We can confirm that no town or school list serves were used in the sending of the email you received on 5/1. We have also confirmed that your email has been permanently removed from Mr. Catalano's personal email list. Mr. Catalano was within his rights to use his board affiliations in his signature. The email sent by Mr. Catalano expressed his personal opinion and not that of the committee. If you have any further questions, please let me know." Craig Schultze seconded the motion and the motion passed unanimously. (This motion was later rescinded at the 5/18/17 ESBC meeting)

The statement will be run by legal before being distributed.

CM at Risk

The Inspector General has approved the Millis School Project to use the Construction Manager (CM) at Risk project approach. An ad will run Wednesday in the Central Register and in The Milford Daily News and will be posted at Town Hall. The RFP has been drafted. Proposals are due by 5/26, the goal is to review and shortlist by 6/6. The RFP will be issued to the finalists and interviews are targeted for 7/6.

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Town Meeting

Next steps for Town Meeting were discussed. The committee is looking into holding more outreach sessions, one specifically geared toward parents of young children via library story time or in combination with the CFB Home & School Association. Project boards will be deployed at Town Hall, Library and Clyde Brown. The ESBC also discussed potentially holding one more public forum in conjunction with the Finance Committee meeting.

8:08 Cathy MacInness arrived.

Invoices

A bills payable schedule for Compass Project Management for services rendered through April 30, 2017 was reviewed.

Craig Schultze made a motion to pay Compass Project Management \$8,046.25 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 April 30, 2017 was reviewed.

Craig Schultze made a motion to pay Tappé Architects \$39,075.00 for services provided. The motion was seconded by Denise Gibbons and passed unanimously.

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

Craig Schultze made a motion to pay KP Law \$1,225.00 for services provided. The motion was seconded by Jon Wine and passed unanimously.

Minutes

The ESBC minutes from 4/25/17 were presented to the committee and reviewed.

Craig Schultze made a motion to approve the minutes of 4/25/17 as written. Denise Gibbons seconded the motion. The motion passed unanimously.

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 8:21 p.m. The motion was seconded by Craig Schultze and passed unanimously.

Submitted by:

Kimberly Borst
Department Assistant
Elementary School Building Committee

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