

Town of Millis
Elementary School Building Committee
Meeting Minutes of October 15, 2019
Millis Public Library, Roche Bros. Community Room

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

Meeting Attendees:

ESBC Voting Members:

Denise Gibbons, Diane Jurmain, Wayne Klocko (Chairman), Richard Nichols, Craig Schultze

ESBC Ex-Officio Members:

Sean Doherty, John Engler, Nancy Gustafson, James McCaffery

Additional Attendees

Julie Allen – Agostini Construction
Kimberly Borst - ESBC Department Assistant
Chris Eberly – Compass Project Management
Charlie Hay – Tappé Architects
Terry Wiggin – Millis Public Schools

Discussion on Radon Testing Program and Next Steps

There was precautionary radon testing done at the new Clyde F. Brown School in August, prior to the opening. An elevated level of radon was detected from one test location, the electrical room. That room and the adjacent boiler room are not accessible to children or staff. The Committee reached out to Patrick Sheehan, a Millis resident with expertise in this area. His company, GZA Associates, was able to provide a proposal to further analyze the risk quickly and get it in front of the Select Board for consideration at their October 7 meeting. In the interest of addressing the issue as quickly as possible, this was the route that was chosen, rather than putting out an RFP which would have taken much longer. The Select Board approved GZA's proposal.

Additional testing will begin Monday. The test needs to take place during a three day period when the building is occupied. Results should be available a few days after the testing takes place. In the meantime, the plan is to mitigate exposure until a permanent solution is reached. A mechanical sub-contractor will be engaged to increase the air pressure in the building to help prevent the radon from seeping in. If needed, an under slab venting system will be installed in the building. Tappé would be responsible for designing the remediation system if needed.

7:24 Nancy Gustafson left the meeting.

Radon testing cannot be done until the building is finished. The testing was undertaken at the proper time.

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The guidelines established by the USEPA and the Massachusetts Department of Public Health are being followed. The School Committee made the decision to continue to use the school while further testing is being undertaken. It has been a collaborative effort to try to solve this problem.

Update on Construction Progress

Making good progress, several weeks of time have been made up by the fact that no additional transite pipe was found at the site of the old CFB, there were also no leaks found in the underground tank that was removed so all went smoothly.

We are moving forward with paving the parking lot and part of the roadway. The first week of November has been reserved with the plants for the binder coat. The current drop off lane will become only a fire lane. The new drop off lane will loop around the flagpole and exit onto Main Street or into Spring Street lot and out onto Spring Street. The new traffic pattern will be introduced after Christmas break. Traffic may need to be disrupted one more time for a couple of days in the spring when the final top coat of asphalt goes on.

Drainage is 90% complete. Light pole bases are in. The punch list is down to under 100 items.

Tennis courts are targeted for the end of May.

FF & E

Cushions for the window seats have arrived from MassCor.

7:55 Terry Wiggin left the meeting.

Change Orders

Change Order 23 totaling -\$33,670.77 was presented to the Committee. It is comprised of the following Change Order Requests:

- #122r1 – pavilion demo, -\$49,923.03 (credit)
- #127 – additional vinyl door numbers, \$793.88
- #131r – additional barrier rail at the top of embankment slide, \$11,999.55
- #133 – additional volleyball net, \$1,847.09
- #134 – remove and reset granite curb, \$1,340.92
- #135 – drainage revision outside of C-wing, \$270.82

Wayne Klocko made a motion to approve Change Order 23, made up of Change Order Requests 122r1, 127, 131r, 133, 134, 135. It will be a credit to the construction contract in the amount of \$33,670.77. Craig Schultze seconded the motion and the motion passed unanimously.

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Look Ahead

The latest two week look ahead went out yesterday and covered the radon issue, punch list and progress at the old school site.

8:20 p.m. Denise Gibbons and Sean Doherty left the meeting.

8:25 p.m. Charlie Hay left the meeting.

Invoices

A bills payable schedule for Agostini Construction for construction fees through September 30, 2019 was reviewed.

Craig Schultze made a motion to pay Agostini Construction \$1,449,978.88 for services provided. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for Amazon for FF & E items was presented to the Committee for approval.

Craig Schultze made a motion to pay Amazon \$1,778.46 for miscellaneous FF & E items. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for Apple for Otterbox iPad cases was presented to the Committee for approval.

Craig Schultze made a motion to pay Apple \$7,698.90 for Otterbox iPad cases. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for BETA for construction services during the month of August was presented to the Committee for approval.

Craig Schultze made a motion to pay BETA \$232.84 for services provided. The motion was seconded by Richard Nichols and passed unanimously.

A bills payable schedule for Cascio Interstate Music for various instruments was presented to the Committee for approval.

Craig Schultze made a motion to pay Cascio Interstate Music \$118.21 for items provided. The motion was seconded by Wayne Klocko and passed unanimously.

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A bills payable schedule for Compass Project Management for project management services for the month of September was reviewed.

Craig Schultze made a motion to pay Compass Project Management \$42,278.50 for services provided. The motion was seconded by Richard Nichols and passed unanimously.

A bills payable schedule for Creative Office Pavilion for office furniture was presented to the Committee for approval.

Craig Schultze made a motion to pay Creative Office Pavilion \$94,977.26 for materials provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for Explorer's Percussion for various instruments was presented to the Committee for approval.

Craig Schultze made a motion to pay Explorer's Percussion \$1561.52 for items provided. The motion was seconded by Wayne Klocko and passed unanimously.

A bills payable schedule for Jody Cleary for running CORI background checks was presented to the Committee for approval.

Craig Schultze made a motion to pay Jody Cleary \$341.13 for services provided. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for Lakeshore Learning for FF & E items was presented to the Committee for approval.

Craig Schultze made a motion to pay Lakeshore Learning \$6,559.60 for miscellaneous FF & E items. The motion was seconded by Richard Nichols and passed unanimously.

A bills payable schedule for MassCor for cushions for the window seats was presented to the Committee for approval.

Craig Schultze made a motion to pay MassCor \$5,568.00 for miscellaneous FF & E items. The motion was seconded by Diane Jurmain and passed unanimously.

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A bills payable schedule for Merchbro for t-shirts for the CFB ribbon cutting ceremony was presented to the Committee for approval.

Craig Schultze made a motion to pay Merchbro \$3,809.50 for merchandise received. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for Musician's Friend for instruments was presented to the Committee for approval.

Craig Schultze made a motion to pay Musician's Friends \$746.71 for merchandise received. The motion was seconded by Richard Nichols and passed unanimously.

A bills payable schedule for Red Thread for teacher desks and chairs was presented to the Committee for approval.

Craig Schultze made a motion to pay Red Thread \$46,271.20 for merchandise received. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for School Specialty for easels was presented to the Committee for approval.

Craig Schultze made a motion to pay School Specialty \$7,911.68 for merchandise received. The motion was seconded by Richard Nichols and passed unanimously.

A bills payable schedule for Southpaw for a swing, bolster, and suspension kit was presented to the Committee for approval.

Craig Schultze made a motion to pay Southpaw \$939.36 for merchandise received. The motion was seconded by Wayne Klocko and passed unanimously.

A bills payable schedule for Steve Weiss Music for cymbals, pads and straps was presented to the Committee for approval.

Craig Schultze made a motion to pay Steve Weiss Music \$302.82 for merchandise received. The motion was seconded by Wayne Klocko and passed unanimously.

A bills payable schedule for Tappé Architects, Inc. for design services rendered through September 30, 2019 was reviewed.

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Craig Schultze made a motion to pay Tappé Architects \$31,049.20 for services provided. The motion was seconded by Richard Nichols and passed unanimously.

A bills payable schedule for WB Mason for filing cabinets and folding stools was presented to the Committee for approval.

Craig Schultze made a motion to pay WB Mason \$697.17 for merchandise received. The motion was seconded by Richard Nichols and passed unanimously.

Minutes

Meeting minutes from 9/16/19 were presented to the Committee for approval.

Richard Nichols made a motion to approve meeting minutes from 9/16/19 as written. Diane Jurmain seconded the motion. The motion passed unanimously.

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 8:40 p.m. The motion was seconded by Richard Nichols and passed unanimously.

Submitted by:

Kimberly Borst
Department Assistant
Elementary School Building Committee
Town of Millis

The next meeting of the Elementary School Building Committee will be held on Tuesday, November 19, 2019 at 7:00 p.m.