

Town of Millis
Elementary School Building Committee Meeting
Town Hall, Room 130
Meeting Minutes of Tuesday, July 16, 2019

Call to Order: Wayne Klocko called the meeting to order at 7:05 p.m.

Meeting Attendees:

ESBC Voting Members:

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

ESBC Ex-Officio Members:

Mike Banks, John Engler, Nancy Gustafson

Additional Attendees

Julie Allen – Agostini Construction
Kimberly Borst - ESBC Department Assistant
Jeff D’Amico, Chris Eberly – Compass Project Management
Jen Littlefield – Tappe Architects

Executive Session 7:07 p.m.

Wayne Klocko made a motion to enter into Executive Session to review the security plan for the Elementary School Building Project.

By Roll Call Vote: Denise Gibbons – aye, Diane Jurmain – aye, Wayne Klocko – aye, Richard Nichols – aye, Craig Schultze - aye.

Return to Regular Session: 7:18 p.m.

Wayne Klocko made a motion to return to regular session at 7:18 p.m.

By Roll Call Vote: Denise Gibbons – aye, Diane Jurmain – aye, Wayne Klocko – aye, Richard Nichols – aye, Craig Schultze - aye.

Update on Construction Progress

The punch list currently has almost 2,000 items on it. With approximately 500 items marked ready for review, and about 500 more confirmed done, half of the punch list has been completed to date. Some of the more prominent punch list items were discussed.

The electrical inspector rejected loose wiring under the sinks for sensor faucets. There are 39 sinks that will require an under sink cover to comply. CCDs 21 and 22 for the materials and labor were considered by the Committee.

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Richard Nichols made a motion to approve CCDs 21 and 22 on a not to exceed basis in the amount of \$40,000. The work is to be done on a time and materials basis. Diane Jurmain seconded the motion and it passed unanimously.

MassCor provided a quote for cushions for the reading cubby bench areas.

Wayne Klocko made a motion to approve the quote from MassCor in the amount of \$5,568.00 for cushions for the cubby benches. Richard Nichols seconded the motion and the motion passed unanimously.

There are wrinkled treads on stair 2, waiting for the vendor to offer a solution. It may be possible to roll them out. The cracks outside the music room and C wing have been fixed. The kitchen equipment has been cleaned but food is yet to be delivered and stored. The range needed to be replaced so it isn't connected to gas yet. The Kiln delivery is still targeted for mid-August. The traverse wall is in, but the hand pieces and padding have not been delivered. Waiting on the piece of wall that surrounds the columns which is expected to ship on Friday. The projection screen in the gym is being repaired. The roof has been inspected for punch list items and Firestone, the manufacturer of the membrane roof, will give a report. The playground equipment is being installed, everything has been received in except the swing set. Installation is to begin in August.

The asbestos abatement is going well with the old CFB. An additional pipe chase was discovered in the 1953 original building located below the slab. The pipe contains asbestos containing material (ACM). The tunnel system could only be accessed by removing ACM. CFB was scheduled to be demo'd Monday July 29th but due to the abatement issues, it will likely be later than that.

A notice will go out on list serve about the route for pick up/drop off for the beginning of school. It will be a temporary route until demo and paving can be finished.

The hydrant flow test needs to happen soon.

Chief Soffayer needs a clean floor plan with room number and teacher name.

Utility Update

Next week the water and power will be completely cut off to the old CFB. A letter is needed from gas, phone and electric to confirm shut off prior to demo.

MSBA Update

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The Project Funding Agreement has not been executed yet. Still waiting on MSBA signature. There won't be any more reimbursements until it is signed. Reimbursements will start to come in more slowly now. The MSBA withholds 5% until the end of the project.

Ribbon Cutting

Save the date cards have been sent to elected officials. Invitations will go out in August. Elected officials will tour prior to the ribbon cutting, public tours will be held after the ribbon cutting. Possibility of a keepsake/memento from the occasion was discussed and will be investigated by school committee.

FF & E

A significant amount of the furniture has arrived early. There are a few small classroom items that we are waiting for but all are on schedule.

Change Orders

Change Order 20 totaling \$18,802.30 was presented to the Committee. It is comprised of the following Change Order Requests:

- #89R1 – hardware revisions, \$9063.05
- #90 – change slat metal ceiling to painted drywall, \$1744.39
- #108 – owner requested change to plantings, \$3,556.27
- #109 – alternate pump at dry valve, \$1967.76
- #112 – stand by generator monitoring, \$2470.83

Richard Nichols made a motion to approve Change Order 20, made up of Change Order Requests 89RI, 90, 108, 109, and 112 in the amount of \$18,802.30. Craig Schultze seconded the motion and the motion passed unanimously.

Invoices

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

Diane Jurmain made a motion to pay Agostini Construction \$742,658.45 for services provided. The motion was seconded by Richard Nichols and passed unanimously.

A bills payable schedule for Compass Project Management for project management services rendered through June 30, 2019 was reviewed.

Diane Jurmain made a motion to pay Compass Project Management \$58,310.95 for services provided. The motion was seconded by Craig Schultz and passed unanimously.

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

Diane Jurmain made a motion to pay Tappé Architects \$45,000.94 for services provided. The motion was seconded by Denise Gibbons and passed unanimously.

A bills payable schedule for Jody Cleary for CORI processing for the month of June was reviewed.

Diane Jurmain made a motion to pay Jody Cleary \$544.18 for services provided. The motion was seconded by Denise Gibbons and passed unanimously.

A bills payable schedule for CDW for chrome book licenses was presented to the Committee for approval.

Diane Jurmain made a motion to pay CDW \$10,848.30 for services provided. The motion was seconded by Denise Gibbons and passed unanimously.

A bills payable schedule for Metro Removal for 4 invoices totaling \$1530.60 was presented to the Committee for approval.

Diane Jurmain made a motion to pay Metro Removal \$1530.60 for services provided. The motion was seconded by Richard Nichols and passed unanimously.

A bills payable schedule for Durkin for walk off mats in the amount of \$3339.08 was presented to the Committee for approval.

Diane Jurmain made a motion to pay Durkin \$3339.08. The motion was seconded by Richard Nichols and passed unanimously.

A bills payable schedule for Toledo Physical Education Supply for gym equipment in the amount of \$106.70 was presented to the Committee for approval.

Diane Jurmain made a motion to pay Toledo Physical Education Supply \$106.70. The motion was seconded by Richard Nichols and passed unanimously.

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A bills payable schedule for Toomey Water Services for backflow testing was presented to the Committee for approval.

Diane Jurmain made a motion to pay Toomey Water Services \$525.00. The motion was seconded by Denise Gibbons and passed unanimously.

Minutes

Meeting minutes from 6/10/19 were presented to the Committee for approval.

Wayne Klocko made a motion to approve meeting minutes from 6/10/19 as written. Diane Jurmain seconded the motion and the motion passed unanimously.

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 9:11 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, August 20, 2019 at 7:00 p.m.