

**Millbury Public Schools**

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**ATHLETIC FIELD BUILD COMMITTEE**

**Subcommittee of the School Committee**  
**Millbury Jr./Sr. High School, Media Center**  
**12 Martin Street**  
**Millbury, MA 01527**

**January 16, 2020**

**6:00PM**

**Meeting Minutes**

**Attendance:** Pat Mara, Jen Nietupski, Rick Bedard, Brian Ginisi, Ray Richards, Brian Parath, Rob Pine, Greg Myers, Chris Wilbur, Chris Lowe, John Perry and Dwight Norrgard (Gale Associates), Sean Guinan (S3 Design).

At 6:03PM Pat Mara brought the meeting to order.

- Approval of 12-17-19 AFB Committee Meeting Minutes  
Rick made a motion to accept the minutes, seconded by Ray, approved 6-0-3.
- Introductions: Sean Guinan of S3 Design, Inc.
- S3 Design, Inc. Update  
Sean Guinan of S3 Design introduced himself. His firm will be designing the amenities building. He spoke about some of the previous athletic field amenities buildings that his firm has worked on. He reviewed the specifics and asked for feedback on design options. It was also thought that the storage area could be larger and the concession area smaller. Pat stated some of the specific needs he thought the building would require. Members liked the idea of a canopy over the concession area. Pat also wanted room to store the synthetic field grooming machine and the athletic trainer's golf cart. Sean said he would be asking the town for a 50% variance on the bathroom fixtures otherwise we would need to double the size of the bathrooms. It currently has 13 female and 7 male fixtures. The bathroom count is dependent on the bleacher capacity, which is 748. Sean was concerned about the \$520K estimate for the building. He thought it would be closer to \$500/square foot or \$600K. Members were concerned about the high price and wanted to keep it near the \$520K original estimate. Pat said he would like to visit the Littleton High School amenities building again since it is very similar to our size. John said Littleton's is heated, Hopkinton's is not. Members didn't think our building needs to be heated and could be drained of water before each winter. Sean Guinan left the meeting after his presentation.
- Gale Associates: Update/Schedule/Programming Guide
- Gale Associates: 50% Design Documents – possible vote.  
Gale provided the committee with two (2) handouts and showed some material on the projector.

John Perry of Gale Associates spoke about the original \$4,950,834 budget for the athletic fields project. He stated that the original budget had a miscalculation under "General Conditions" that he or Gale did not catch. It is an amount that is now at \$300-400K that was not included in the total. He has been working the last few days since he found the error to try to find ways, through soft costs, contingency and other estimates to reduce the original amount. Rob asked if the calculations are correct now. John said as of this meeting we are overbudget by \$395,320. The committee asked questions about how this could be. The committee had concerns regarding removing any major items that were promised in the original proposal. John said he has had 3 projects come in underbudget, 1 right at budget and 1 a little over budget. There was discussion about reducing the 10% contingency.

The following budget reduction ideas were discussed:

- Reducing the contingency amount
- Re-using athletic track material
- Not building walkways around the school
- Re-using the baseball netting and other existing items
- Removing 18 car spots near the athletic field entry
- Fewer bleachers
- Reusing existing bleachers
- Smaller amenities building
- Smaller press box

The committee members asked John Perry to come to the next meeting with a revised budget based upon some of his proposals and the things that were discussed. The committee wants to see if the budget can come back to the original amount without losing any major items. Committee members also asked John to list down below any item no longer in the budget so we can see the value of each item removed.

John reviewed the times he is meeting with the Planning Board and Conservation Commission.

John reviewed the bid dates. It was decided that we might need to push off the bid dates by one week since we need to establish the specifications within our budget.

Rick said that the Shaw Building Committee met with the Town Planner, Laurie Connors, informally before the town board meetings. Rick said he would try to set up a meeting during the afternoon of February 28, 2020 with Laurie Connors since John was in Millbury anyways for an Athletic Field Building Committee meeting at night.

Pat also spoke about the different type of synthetic fills. He mentioned a wood type fill instead of a rubberized type fill.

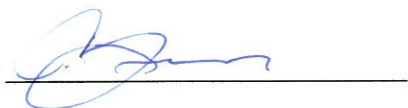
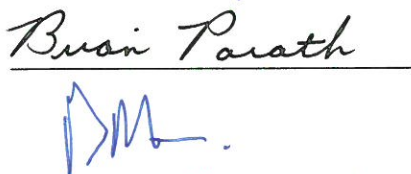
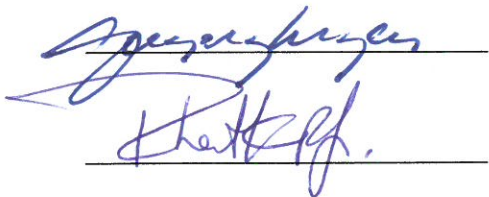
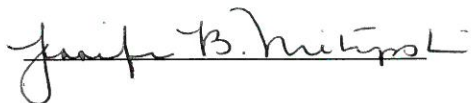
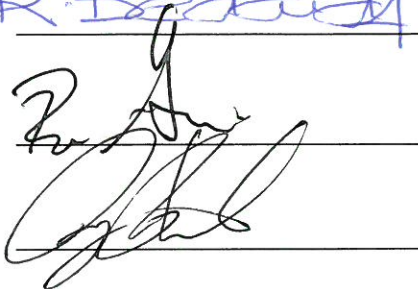
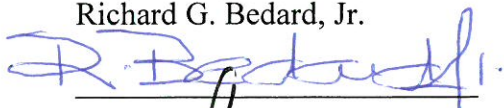
- Request to Waive Applicable Town Permit Fees - Vote Required  
Rick explained that the Town of Millbury will waive certain permitting fees with an official letter from the Superintendent of Schools. He recommends that this

committee votes to authorize Greg to send the letter. This does not include technical review cost and legal advertisements. Jen made a motion, seconded by Brian P., all in favor.

- The Athletic Field Build Committee schedule of meetings:  
Tuesday, January 28, 2020 at 6PM  
Tuesday, February 11, 2020 at 6PM

At 8:25PM Jen made a motion to adjourn, seconded by Chris, all in favor.

Respectfully submitted,  
Richard G. Bedard, Jr.



- Packet: 12-17-19 AFB Committee Meeting Minutes  
Gale Associates Handouts