

**Millbury Public Schools**

**SHAW BUILDING FINANCE SUB COMMITTEE**

**Meeting Minutes**

**Subcommittee of the School Committee**

**Millbury Jr./Sr. High School**

**Media Center**

**12 Martin Street**

**Millbury, MA 01527**

**Date: April 20, 2022**

**Time: 6:00PM**

**Attendance:** Jen Nietupski, Rachel Decatur, Stephen Decatur and Rick Bedard.

**Absent:** Rob Pine.

**Hill International/T2:** David Billings, Julie Leduc, Jonathan Teixeira, Peter Turowski, Libby Turowski and Tim Brennan.

**MPS:**

- **Rick Bedard opened the meeting.**
- **Review and Approval of Outstanding Invoices**  
David Billings reviewed the monthly invoices.  
There was a brief discussion about the invoices and project status.

**Hill International's Monthly Invoice.**

Dated: March 2022

Amount: \$58,746.00

Motion: Rachel Decatur

Second: Stephen Decatur

Vote: 4-0

All in Favor.

**T2's Monthly Invoice.**

Dated: March 2022

Amount: \$51,573.00

Motion: Rachel Decatur

Second: Jen Nietupski

Vote: 4-0

All in Favor.

**Yankee's Monthly Invoice.**

It was stated that Yankee tested 8 windows, 2 failed. They are about 2/3 of the way through their contract.

Dated: March 2022

Amount: \$8,510.00

Motion: Stephen Decatur

Second: Jen Nietupski  
Vote: 4-0  
All in Favor.

**Fontaine Bros., Inc.'s Monthly Invoice.**

Dated: March 2022  
Amount: \$2,244,050.09  
Motion: Jen Nietupski  
Second: Stephen Decatur  
Vote: 4-0  
All in Favor.

**Furniture, Fixtures and Equipment (FF&E) and Technology Invoices for Payment.**

The following FF&E and Technology invoices were approved for payment. Some of these items are being stored with proper documentation. The project team has reviewed the invoices and has recommended approval.

*Amount: Lego for \$499.75 and Pitsco for \$1,755 for a total of \$2,254.75*

Motion: Rachel Decatur  
Second: Stephen Decatur  
Vote: 4-0  
All in Favor.

*Amount: Ockers Company for \$72,846.00*

Motion: Rachel Decatur  
Second: Jen Nietupski  
Vote: 4-0  
All in Favor.

**Fontaine Bros., Inc.'s Change Order No. 12**

Mr. Billings reviewed Fontaine's Change Order no. 12.  
The change order included PCO's 56c, 63r2, 84, 110,111, 124, 129 and 141.  
Dated: April 14, 2022  
Amount: \$21,653.00  
Motion: Rachel Decatur  
Second: Stephen Decatur  
Vote: 4-0  
All in Favor.

There was a brief discussion about the change order request.

**Fontaine Bros., Inc.'s Change Order No. 13r1**

Mr. Billings reviewed Fontaine's Change Order no. 13r1.  
The change order included PCO 126r1.  
Dated: April 19, 2022  
Amount: \$50,505.00  
Motion: Rachel Decatur  
Second: Stephen Decatur  
Vote: 4-0  
All in Favor.

There was a brief discussion about the change order request.

**Fontaine Bros., Inc.'s Change Order No. 14r1**

Mr. Billings reviewed Fontaine's Change Order no. 14r1.

The change order included PCO 47Ar3 for the large amount of unsuitable soil. This was discussed in detail at the March 16, 2022 Shaw BC Finance Subcommittee meeting. There was a follow-up discussion. The change order can be approved but next steps will have to hold until the LSP services can make a final determination.

Dated: April 19, 2022

Amount: \$308,455.00

Motion: Jen Nietupski

Second: Stephen Decatur

Vote: 4-0

All in Favor.

There was a discussion about the change order request. Specifically regarding the cost of the unsuitable soils removal and the different options. Project leaders reviewed the options of where to bring the unsuitable soils and how much it was going to cost. It was stated that this change order cost was a time and materials cost and worst case scenario.

**Review and Approval of Library Book Purchase – Vote Required**

The project team recommended the purchase of Library Books through Follett. Follett is on the state bid and provides many school districts with library books and supplies. They also help package and catalog the library inventory. The library book budget is \$60,000. The proposal from Follett is for \$63,378.77 for library books only. Staff will provide stocking but the books will be delivered already marked for shelving. Follett will substitute books for items that can't be provided. There was a discussion about authorizing the purchase of \$60,000.00 as per the budget amount or \$63,378.77 as the proposal amount. Mr. Bedard stated Follett could keep the purchase at \$60,000 if the committee didn't want to approve the full amount. He said they would not complete the full order. After a discussion the committee decided to move forward with the approval of the full amount of \$63,378.77.

*Vendor: Follett*

Amount: \$63,378.77

Motion: Rachel Decatur

Second: Jen Nietupski

Vote: 4-0

All in Favor.

**Review and Approval of Trash Compactor Purchase – Vote Required**

The project team recommended the purchase of a trash compactor through Maguire Equipment for \$31,047. The new Shaw School requires a trash compactor. Mr. Bedard stated that Mr. Agyeman solicited bids for a trash compactor based upon the needs and specifications from Mr. Brennan. Maguire Equipment is the responsive and responsible low bid. Mr. Agyeman recommends approval.

*Vendor: Maguire Equipment*

Amount: \$31,047.00

Motion: Jen Nietupski

Second: Stephen Decatur

Vote: 4-0

All in Favor.

**Adjourned at 6:58PM.**

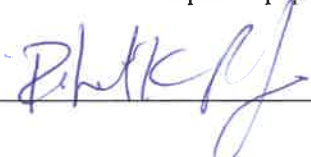
Motion: Jen Nietupski

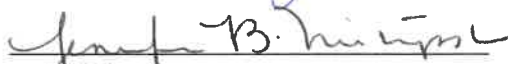
Second: Stephen Decatur

Vote: 4-0

All in Favor.

- Packet: Outstanding Invoices  
Fontaine Change Order No. 12, 13 and 14.  
Follett Library Books Proposal  
Maquire Equipment Trash Compactor Proposal

  
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