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MILLBURY, MASS.

**Town of Millbury  
Shaw School Building Committee  
Regular Session Digital Meeting 6:00p  
Minutes**

**DATE:** July 16, 2020

**PRESENT:** Mr. Plante, Chairperson, Mrs. Nietupski, Vice Chairperson,  
Mr. Myers, Superintendent, Mr. Bedard, Business Manager, Ms.  
Ryan, Mr. Tarka, Mr. Pine, Mrs. Decatur, Mr. Decatur Mr. Despres,,  
Mr. Halacy, Mr. O'Connor, Mr. Tuccio, Mrs. Teixeira, Mr. Kuphal, Mr.  
Wiltshire

**T2:** Peter Turowski, Libby Turowski, Tim Brennan

**Hill International:** David Billings, Julie Leduc

**ABSENT:** Mr. Kelley, Acting Town Manager, Mrs. Friedman

**LOCATION:** Remote Meeting

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**1. Call to Order**

Mr. Plante opened the meeting.

**2. Approval of Minutes**

Mrs. Nietupski made a motion to approve the minutes from the July 1, 2020 meeting seconded by Mr. Bedard. Mr. Tuccio took a roll call: Mr. O'Connor -YES Mr. Myers-YES, Mr. Tarka - YES, Mr. Plante- YES, Mrs. Nietupski - YES, Mr. Despres - YES, Mr. Halacy YES, Mrs. Boulanger - YES, Mr. Decatur - YES, Mrs. Decatur- YES, Mr. Bedard - YES, Mr. Pine - YES, Ms. Ryan - YES. Mr. Tuccio - YES, Mrs. Teixeira - YES, Mr. Kuphal - YES, , Mr. Wiltshire - YES. All approved.

**3. Approval of Bill Schedule**

Mr. Bedard stated the Subcommittee met and approved Turowski2 invoice for \$255,245 and Hill International invoice for \$9,408.50. Mr. Pine made a motion to accept the invoices, seconded by Mr. Bedard. Mr. Tuccio took a roll call: Mr. O'Connor -YES, Mr. Myers - YES, Mr. Tarka - YES, Mr. Plante- YES, Mrs. Nietupski - YES, Mr. Despres - YES, Mr. Halacy, YES, Mrs. Boulanger - YES, Mr. Decatur - YES, Mrs. Decatur- YES, Mr. Bedard - YES, Mr. Pine - YES, Ms. Ryan - YES. Mr. Tuccio - YES, Mrs. Teixeira - YES, Mr. Kuphal - YES, , Mr. Wiltshire - YES. All approved.

#### **4. Old Business**

Mr. Turowski reviewed the remaining 60% CD and the schedule for the 90%.CD.

- 60% MSBA Submission to Hill International
- 60% MSBA Submission to MSBA

##### **90%CD Schedule and Potential Meetings**

- 8/3/2020 Phase Begins
- 8/19/2020 BC Meeting
- 8/24/2020 Site Plan Review Planning Board
- 9/2/2020 BC Meeting
- 9/16/2020 BC Meeting (Possible Public Forum)
- 10/5/2020 90%CD Submission to Estimator
- 10/7/2020 BC Meeting
- 10/19/2020 Receive Cost Estimates
- 10/21/2020 BC Meeting
- 10/26/2020 Reconciliation Meeting
- 10/29/2020 BC Meeting (Thursday - Vote on Final Costs & VE)
- 11/4/2020 BC Meeting
- 11/9/2020 90% CD Submission to MSBA

Mr. Turowski stated they received the cost estimates and the PM&C budget is \$848,892,371 and the SD budget is \$849,269,791. He stated the delta is (\$328,760). Mr. Billings stated that this is just an estimate. Mr. Turowski stated that the alternates include all mark-ups.

- Alternate 1 - Roof PV System \$418,472
- Alternate 2 - Comfort Station including electrical feeders \$474,148
- Alternate 3 - Sports Lighting \$520,200
- Alternate 4 - Maintenance Shed (including electrical feeders \$212,471)

Mr. Billings reviewed the Cost Estimate Reconciled Comparison sheet. Mr. Billings stated that he would send the document to all members.

Mr. Turowski reviewed the permitting update. He stated that the Conservation Commission met on July 15th and closed. He stated that under special conditions were the signs at the wetland west of the ball field. Mr. Turowski stated that there is work being done to that area. He stated that the Site Plan Review was continued to July 20th and August 24, 2020. He stated that the major issues are

- Survey corners pinned \$34,500 or \$49,500
- Bicycle Sharrows added \$12,000
- Shaw/Elmwood Connection path \$35,000 to \$80,000
- Plus additional survey, wetland flagging, permitting

He stated that they have had meetings with the town planner to review the issues. He stated that we should know if the waiver is approved at the July 15th meeting and if it gets declined we

should send the surveyors out as soon as possible. Mr. Billings stated that \$49,000 would pin every corner. He stated that the by laws states that at least three corners are required. He stated that he would like the Committee to approve the \$49,500 to pin all corners for the as built. Mr. Bedard stated that the Committee should approve \$34,500 for three corners. Mr. Turowski stated that this is the minimum required. However the chair wants all corners pinned for \$49,500 which would include property boundaries and includes more information. Mr. Turowski stated that this information is required at the end of the build so that the district will pay for this survey now or at the end of the asbuild. Mr. Billings stated that if this is done at the end of the project the MSBA will reimburse the Town for this survey. Mr. Turowski stated that part of the waiver request should include that this will be done at the end of the project and will be reimbursed by the MSBA instead of all the cost falling on the taxpayers. Mr. Bedard made a motion to accept \$34,500 conditionally on a waiver, seconded by Mr. Pine. Mr. Tuccio took a roll call: Mr. O'Connor-YES, Mr. Myers - YES, Mr. Tarka - YES, Mr. Plante- YES, Mrs. Nietupski - YES, Mr. Despres - YES, Mr. Halacy, YES, Mrs. Boulanger - YES, Mr. Decatur - YES, Mrs. Decatur- YES, Mr. Bedard - YES, Mr. Pine - YES, Ms. Ryan - YES. Mr. Tuccio - YES, Mrs. Teixeira - YES, Mr. Kuphal - YES, , Mr. Wiltshire - YES. All approved.

Mr. Turowski stated the next item is the Bicycle Sharrows which would cost \$12,000. He stated that he advised the Committee to approve this item. However, Mrs. Nietupski wants it clarified that this is a driveway not a street. Mr. Turowski stated that the driveway should have a limited speed of twenty-five mph. A discussion took place regarding the safety of bicycles sharing the driveway. It was stated that the sharrows are to be used to alert drivers that bicycles will be sharing the driveway. Mr. Halacy made a motion to add the sharrows to the project, seconded by Mr. Despres. Mr. Tuccio took a roll call: Mr. O'Connor - YES, Mr. Myers - NO, Mr. Tarka - YES, Mr. Plante- YES, Mrs. Nietupski - NO, Mr. Despres - YES, Mr. Halacy, YES, Mrs. Boulanger - YES, Mr. Decatur - YES, Mrs. Decatur- YES, Mr. Bedard - YES, Mr. Pine - NO, Ms. Ryan - YES. Mr. Tuccio - NO, Mrs. Teixeira - YES, Mr. Kuphal - YES, , Mr. Wiltshire - NO. (11 YES - 5 NO). Mr. Turowski stated that they would present this to the Planning Board.

Mr. Turowski stated that the Town Planner is comfortable with the existing path connection between Elmwood and Shaw as long as the path access was improved with partial paving. Mr. Turowski stated that this cost would be between \$35,000 and \$80,000. It was stated that the existing path should be sufficient. Mr. Turowski stated that this is a request not a requirement. It was stated that a more defined path would be beneficial to both schools for evacuations and step-up days. How many people walk between the two schools on a daily basis? Also, what does the Police Chief feel about this path.

Mr. Turowski reviewed the presentation for the Planning Board. He included the Planning Board's questions and T2 responses. A discussion took place regarding question 2 - Is it feasible to combine the Shaw and Elmwood School driveways. It was stated that this question should have been asked during the Feasibility Study. It was stated that these questions are coming from individual members and not necessarily the board. Mr. Myers stated that he believed the Chief of Police would weigh in on the discussion of having an unlit path connecting

each school. Mr. Plante stated that one member of the Planning Board is going to question the location of the school and a possible new location at the next meeting. Mr. Turwoski stated that he submitted responses to the questions submitted during the last meeting and that the Town Planner accepted most of the responses with the exception of a few issues. Mr. Turwoski stated that the Town Planner asked about the outdoor recreation that would not be available during the construction phase.

Mr. Billings stated that there is a prequalification process

- Mandated by the state for projects costing over 10 million dollars
- To review the qualifications of general contractors and field sub contractors based on a DCAMM standard criteria
- Town will advertise and issue a standard request for qualifications
- Interested GC's and subcontractors will submit qualifications for a Prequalification Committee to review and rank, only those contractor who have met the qualification, can bid on the Shaw Project
- Committee consists of 4 people (2 members from the Town of Millbury, 1 member from Hill International and 1 member from T2).

Mr. Billings reviewed the prequalification process. He stated that a certain criteria and scoring rubric must be followed. He stated that firms must achieve 70 points minimum to be pre-qualified. Mr. Billings reviewed the evaluation process. He stated that the Prequalification Committee will be time consuming. Mr. Bedard stated that he would be willing to serve on the PreQualification Committee. Mr. Halacy volunteered to be on the Committee. Mrs. Decatur volunteered to assist with this process. Ms. Leduc stated that documentation was sent to Deborah Anderson from the Attorney General's office online.

Mr. Turowski stated that they resubmitted the small changes to the Department of Elementary and Secondary Education and they have been accepted.

Mr. Bedard stated that the members of the Building Committee term's have expired and he will submit all names to remain on the Committee with the exception of Miriam Friedman.

#### **7. Executive Session (only if needed and permissible under MGI §CH30A 18-25)**

**8. Adjournment** – Mr. Halay made a motion to adjourn the meeting, seconded by Mr. Bedard. Mr. Tuccio took a roll call: Mr. O'Connor-YES, Mr. Myers - YES, Mr. Tarka - YES, Mr. Plante-YES, Mrs. Nietupski - YES, Mr. Despres - YES, Mr. Halacy, YES, Mrs. Boulanger - YES, Mr. Decatur - YES, Mrs. Decatur- YES, Mr. Bedard - YES, Mr. Pine - YES, Ms. Ryan - YES. Mr. Tuccio - YES, Mrs. Teixeira - YES, Mr. Kuphal - YES, , Mr. Wiltshire - YES. All approved.

#### **9. Future Meetings**

- **August 19, 2020**

## 10. Future Topics

Respectfully submitted,

**Donna Freitas**  
Executive Assistant to the Superintendent

### Approved:

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*Andrew Tuccio*

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*Gregory B. Myers*

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*Jennifer Nistupski*

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DocuSigned by:

*Michael Tarka*

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*Rola Pina*

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*Stephen Decatur*

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*Susan M. Teixeira*

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DocuSigned by:

*Richard G. Bedard, Jr.*

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