

**Town of Millbury
Shaw School Building Committee
Regular Session Meeting
Minutes**

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MILLBURY, MASS

Date: January 15, 2020

Present: Mrs. Nietupski, Vice Chairperson, Mr. Bedard, Business Manager, Mr. Despres, Mrs. Teixeira, Mr. Myers, Superintendent, Mr. Halacy, Mr. Tarka, Mrs. Boulanger, Mrs. Decatur, Mr. Decatur, Mr. Tuccio, Mr. Pine, Mr. O'Connor, and Mr. Wiltshire

Absent: Mr. Plante, Chairperson, Mr. Kelley, Mrs. Friedman, Ms. Ryan, Mr. Kuphal

Time: 6:00p

Location: Millbury Jr./Sr. High School Media Center

1. Call to Order

Mrs. Nietupski called the meeting to order at 6:05pm. The pledge of Allegiance was recited.

2. Approval of Minutes

Mrs. Nietupski asked for a motion to approve the minutes from the December 18, 2019 meeting. Mr. Halacy made a motion to approve the minutes from the December 18, 2019 meeting, seconded by Mrs. Boulanger. All approved.

3. Approval of Invoice

Mr. Bedard stated that there are two invoices to approve. The first invoice is for GBCI which is for the LEED Registration for \$1,500. The second invoice is for Turowski2 for \$189,142 which represents 17% of the Design Development. Mr. Turowski gave a brief summary of what was included in the amount of \$189,142. Mr. Pine made a motion to approve the Turowski2 invoice, seconded by Mr. Bedard. All approved. Mr. Bedard made a motion to approve the GBCI invoice, seconded by Mrs. Boulanger. All approved.

4. Old Business

Mr. Billings provided a Project Budget sheet to the members. He stated that the report included what was spent on the feasibility study. He stated that the Committee would receive these reports on a monthly basis.

Mr. Billings provided an updated schedule to the members. He stated that it is the same schedule which has been presented to MSBA. It is broken into Design Development

and Construction Document phases. He stated that they are working on getting the final estimates to the cost estimators by the end of February.

Mr. Billings stated that it would be advisable this summer to relocate the power that is feeding the existing Shaw School because it is in the way of the new footings that will be started in the following spring. Mr. Billings stated that possibly a water and sewer line may also need to be moved. A discussion took place regarding moving the electrical lines and the impact it will have on Shaw. He stated they would bring a scope and estimate to a future meeting. Mr. Billings stated that the project is on time and the Design Development phase will be ready for submission to the MSBA in April.

5. New Business

a. Establish Finance Subcommittee

Mr. Bedard stated that this Committee has requested that a Finance Subcommittee be established to review the monthly report by Hill and to review invoices. The Finance Subcommittee would advise the Building Committee on what invoices should be approved for payment. The following members volunteered to be on the Finance Subcommittee: Mrs. Nietupski, Mr. Pine, Mr. & Mrs. Decatur and Mr. Bedard along with Hill International. It was decided that the Finance Subcommittee would meet before Building Committee meetings and that Approval of Bill Schedule would be an agenda item on all agendas moving forward.

b. Formal Request to Planning Board and Conservation Committee to Waive Fees

Mr. Bedard stated that they have met with town officials regarding the Site Plan Review and future meeting with the Planning Board, Conservation Committee, Hill International and Turowski² regarding the site plan. It was determined that an official letter was required to ask the Planning Board, Conservation Committee and Building Inspector written by the Superintendent to waive the permitting fees. Mr. Bedard stated that the Building Committee, and Building Inspector must vote to authorize Mr. Myers to send a letter to the Planning Board, Conservation Committee asking them to waive applicable fees associated with the project. Mrs. Nietupski asked for a motion to authorize the Superintendent to write a letter to the Planning Board, Conservation Committee and Building Inspector asking for them to waive permitting fees. Mrs. Teixeira made a motion to authorize Mr. Myers, Superintendent to write a letter to the Planning Board and Conservation Committee to waive permitting fees, seconded by Mr. Tarka. All approved.

A discussion took place regarding what Town Counsel needs regarding a vote from the Shaw Building Committee. It was decided that Mr. Myers would check

with Town Counsel, and ask him to supply the exact language regarding the vote.

c. Progress Updates Related to the Site

Mr. Billings gave a Powerpoint presentation regarding the next phase called Module 6 by the MSBA. He stated that this module has 3 components:

1. Design Development
2. 60% Construction Documents
3. 90% Construction Documents

Mr. Billings stated that Design Development takes the approved Schematic Design and takes all design elements to a fully developed design. He stated that during Design Development a lot of decisions will be made and we will finalize the program plans and layout site. He stated that all materials, grades, engineering concepts will be deciding in the next three months. Mr. Billings stated that two independent cost estimates would be established at the end of 60% of the construction documents to confirm that the project is on budget. He stated the final component is 90% construction documents. Mr. Billings stated that in this phase it will be determined that all electrical plugs are in the right location and that everything is working, architectural components and materials are finalized, technical specifications are finalized, construction contracts are finalized. Mr. Billings stated that at this time documents are prepared for bidding and contractors are prequalified. Mr. Billings stated that we would only review prequalified bidders. He also stated that during this phase if estimates come over budget value engineering (VE) would be discussed.

Mr. Turowski gave an overview of the agenda items for the upcoming meetings. He stated that during December and January the geotechnical engineer was conducting borings and test pits. Also, in January, the kitchen staff reviewed a test kitchen, the Acoustic Environment sound survey, room data follow up meetings with music, gym/athletics, and custodial maintenance meetings took place. He also stated that on February 24th the budget will be submitted to the cost estimator. Mr. Turowski stated they are coordinating a traffic study requirement with the Planning Department, additional hazmat testing, security and safety review with town and the Student Resource Officer, and systems review with the facilities director and town.

Mr. Turowski stated that the geotechnical engineer's report agrees with the preliminary report that an under-slab drainage is not needed. He stated that greater depths of unsuitable fill cost analysis was performed. He stated that this report was being sent out to be analyzed and will have more to report at the next meeting. He also stated that the hazmat engineer took samples from the borings in the area of the buried oil tank.

Mr. Turowski stated that preliminary phasing plans are being discussed in regards to sending out a package to bid for work over the summer to relocate electrical lines, and may include relocating a water pipe and sewer lines. He stated that phase 2 and 3 includes the construction of the new building and site and parking for the new building. Phase 4 consists of the roadway improvement (base coat) and the demolition of the old building through the summer of 2022. Mr. Turowski stated that when the new school opens there will be some temporary issues; such as the bus loop will not be available, and some of the parking lots will not be completed. The goal is to get the old building down and cleaned up during the summer. A discussion regarding the logistics of paving the new roadway took place.

Mr. Flinker, one of T2's subcontractors, gave a powerpoint presentation which overviewed the outside of the new school. He stated that after meeting with town and school officials he is adjusting the plan to save money. He stated that the wetland boardwalk has been removed from the plan along with standard bollards at entry bus loop, site improvements and play equipment has been reduced by \$60k. He stated that there would be no field irrigation, an elimination of pervious paving at bus loop, no pavers at crosswalks, change concrete walks at fields to asphalt, and reduce interpretive signage by \$8K.

Mr. Flinker stated that at the site review meeting a discussion regarding the parent sign-out procedure, snow removal, outdoor classrooms, playgrounds and athletic fields took place. He stated that there would be more work with the building staff to follow.

Mr. Flinker stated that when he designed the outside spaces he used the history of Millbury in his designs. He gave an overview of gardens, entryway, gathering spaces, amphitheater, playgrounds, and outdoor classrooms.

Mr. Burgess, another T2 subcontractor, gave an in-depth presentation of outdoor spaces. A discussion took place regarding parking spaces, handicapped parking, and trees in the parking lots. He also explained why the stepped building in the Schematic Design was changed to a flat, stepless building. He spoke about site grading and finish floor elevation. He stated that this would make the building less susceptible to water. He stated that the hard surface plowable playground area would become larger. A discussion took place regarding play equipment such as a variety of swings, slides and climbing ropes. A question was raised regarding the safety of the climbing ropes. Mr. Burgess stated that the play equipment all falls in the age range of 5 to 12.

A discussion took place regarding the use of outdoor water spaces and the connection to the curriculum.

6. Public Comment

7. Adjournment:

Mr. Halacy made motion to adjourn the meeting at 8:00p, seconded by Mr. Bedard. All approved.

8. Next Meeting:

January 29, 2020

Millbury Jr./Sr. High School 6:00p

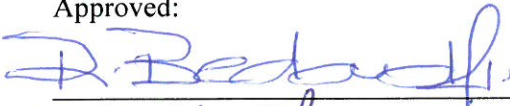
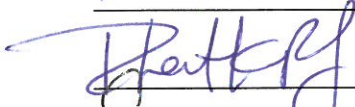
Respectfully submitted,

Donna Freitas

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Executive Assistant to the Superintendent

Approved:



Susan Leiviska
Kristen Dwyer
Alyson Webster
Stephanie Winters
M. O'Connor
Mike O'Connor
Scott Desjardis
Joseph B. Winters
Al Burt
