

**School Building Committee Meeting**  
**Minutes of Wednesday, March 27, 2024**  
**Zoom Meeting**

**Call to Order:** Richard Nichols called the meeting to order at 7:33 p.m.

<b>School Building Committee Voting Members</b>		<b>School Building Committee Non-Voting Members</b>		<b>Vertex Companies (OPM)</b>	
x	Richard Nichols, Chair	x	Mark Awdycki	x	Jeff D'Amico
x	Diane Jurmain, Vice-Chair	x	John Engler	x	Mike Quinlin
x	Marc Conroy	x	Mike Guzinski		
x	Denise Gibbons	x	Ana Hurley		
x	John Larkin	x	Robert Mullaney	<b>Tappe Associates (Architect)</b>	
x	James McCaffrey	x	Erin Underhill		
x	Jeremy Stull		Terry Wiggins	x	Charlie Hay
<b>Additional Attendees</b>				x	Chris Blessen
x	Kimberly Borst	x	John Proctor		
x	Jim Duffy	x	Mike Ragusa		
x	Pete Jurmain	x	Denise Fay		

The Committee was reminded that all discussion should go through the Chair.

**Visioning Sessions**

Visioning Sessions with school leadership, teachers, specialists, students, parents, partners and community were held during the months of February and March. The school would like to maintain the “Small School Big Family” theme. Educational priorities were outlined as well as architectural priorities, and future ready teaching and learning goals. Additionally, the visioning session groups outlined the “vision of a Millis graduate”, what qualities are important to see in future Millis graduates.

**Educational Plan Update**

School Leadership, with input from staff, parents, community members and students, worked on developing this latest Ed Plan. The Ed Plan outlines core values and beliefs about learning and will drive the design of the new/renovated building. The plan was reviewed with the Committee and Project Team.

**Project Need**

The current reality of the school and its shortfalls were reviewed with the Committee. The issues outlined were the need for a new HVAC system, the electrical system being obsolete,

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roof/window leaks, undersized classrooms, windowless closets being used as teaching spaces and offices, and no dedicated STEAM space. Additionally, lack of small and large group meeting spaces, needing 4 lunch blocks which start as early as 10:30 am in order to service all of the students, inadequate gym space and the opportunity for unsupervised interactions between middle and high school students were also highlighted as issues.

Existing Conditions Summary Report

Existing Conditions were reviewed with the Committee in the following categories.

Architectural, Code, Structural, Mechanical, Electrical, Plumbing/Fire Protection, Technology, Soils and Hazardous Building Materials. The soils test results indicate good bearing soils for conventional footings and there were no reportable contaminants found in the test results. The structure is in acceptable condition. All other categories will require major upgrades.

Design Options

The Committee was reminded of the options that the architect put forward for a base renovation, addition renovation and new building. The Committee discussed the options extensively. The MSBA requires at least one option in each category.

**Richard Nichols made a motion to move forward with RI (the code upgrade, reno only option), New Build 1 and Add-Reno options 1, 3, 4, and 4A. Jeremy Stull seconded the motion. By roll call vote, Marc Conroy – aye; Diane Jurmain - aye; James McCaffrey – aye; John Larkin – aye; Denise Gibbons – aye; Richard Nichols – aye; Jeremy Stull - aye. The motion passed unanimously.**

Conceptual Budget Allowance Assigned to Options

Vertex discussed the conceptual cost ranges for the different project options with the Committee. Costs have escalated significantly since the completion of the Clyde Brown Elementary School which puts this project in a much higher price range the School Building Committee originally considered. Project costs could range from \$103 million for a basic code upgrade renovation to \$162 million for a new construction replacement with add/reno options falling between those numbers.

Preliminary Design Program (PDP) Report

The PDP was reviewed with the Committee. Everything contained within this report is a culmination of the work that has been done by the project team to date. The PDP will be submitted to the MSBA by April 4<sup>th</sup> if approved by the Committee.

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**Richard Nichols made a motion to authorize the Owner's Project Manager to submit the Preliminary Design Program Report to the MSBA subject to any changes or modifications approved by the Chair. Marc Conroy seconded the motion. By roll call vote, Marc Conroy – aye; Diane Jurmain - aye; James McCaffrey – aye; John Larkin – aye; Denise Gibbons – aye; Richard Nichols – aye; Jeremy Stull - aye. The motion passed unanimously.**

It was brought to the attention of the SBC that the Capital Planning Committee has a placeholder number in their report for the MS/HS school project that was estimated years ago and is no longer valid. The SBC is working to get a more realistic number and will advance this information when they are further along in the process.

The Committee reviewed two invoices for payment:

**Richard Nichols made a motion to approve the payment of \$43,055.00 to Tappe for design services for the month of February for the Millis Middle/High School Feasibility Project. Denise Gibbons seconded the motion. By roll call vote, Marc Conroy – aye; Diane Jurmain - aye; James McCaffrey – aye; John Larkin – aye; Denise Gibbons – aye; Richard Nichols – aye; Jeremy Stull - aye. The motion passed unanimously.**

**Richard Nichols made a motion to approve the payment of \$19,000.00 to Vertex for OPM services for the month of February for the Millis Middle/High School Feasibility Project. Denise Gibbons seconded the motion. By roll call vote Diane Jurmain - aye; Denise Gibbons – aye; James McCaffrey – aye; John Larkin – aye; Richard Nichols – aye; Jeremy Stull – aye. The motion passed unanimously.**

The minutes from 3/6/24 were presented to the Committee for approval.

**Richard Nichols made a motion to approve the minutes from 3/6/24 as written. Diane Jurmain seconded the motion. By roll call vote Diane Jurmain - aye; Denise Gibbons – aye; James McCaffrey – aye; John Larkin – aye; Richard Nichols – aye; Jeremy Stull – aye. The motion passed unanimously.**

The next meeting of the School Building Committee will be held on Wednesday, April 10, 2024 at 7:30 p.m. via Zoom.

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**Rich Nichols made a motion to adjourn the meeting at 9:23 p.m. John Larkin seconded the motion. By roll call vote Diane Jurmain - aye; Denise Gibbons – aye; James McCaffrey – aye; John Larkin – aye; Richard Nichols – aye; Jeremy Stull – aye. The motion passed unanimously.**

Submitted by:

Kimberly Borst

Department Assistant, School Building Committee