

**Millbury Public Schools**

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**SHAW BUILDING FINANCE SUB COMMITTEE**

2022 OCT 20 AM 10:36

**Meeting Minutes**

MILLBURY, MASS.

**Subcommittee of the School Committee**

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

**Media Center**

**12 Martin Street**

**Millbury, MA 01527**

**Date: August 17, 2022**

**Time: 6:00PM**

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

**Absent:** None

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

**MPS:** Greg Myers

- **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: July 2022

Amount: \$34,673.00

Motion: Jen Nietupski

Second: Rob Pine

Vote: 5-0

All in Favor.

**T2's Monthly Invoice.**

Dated: July 2022

Amount: \$54,409.19

Motion: Stephen Decatur

Second: Rob Pine

Vote: 5-0

All in Favor.

**Yankee's Monthly Invoice.**

Dated: July 2022

It was recommended that we pass on this invoice since it was the responsibility of the construction contractor and not the owner. No Yankee invoice for August 17, 2022 BC meeting as per Mr. Teixeira.

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

It was stated that Phase I is 85% completed, overall contract is 78% completed.

Dated: July 2022

Amount: \$2,229,848.22

Motion: Jen Nietupski

Second: Stephen Decatur

Vote: 5-0

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 these invoices and has recommended approval.

*Amount: Metropolitan Telephone for \$2,835.20*

Motion: Rachel Decatur

Second: Rob Pine

Vote: 5-0

All in Favor.

*Amount: Cherry Road for \$17,325.00*

Motion: Rob Pine

Second: Rachel Decatur

Vote: 5-0

All in Favor.

**Stantec (Planning Board) Invoice.**

No invoices this month.

**Fontaine Bros., Inc.'s Change Order No. 18**

Mr. Billings reviewed Fontaine's Change Order no. 18.

This is a nonfinancial change order that was also discussed at the July meeting.

The purpose of Fontaine Change Order no. 18 to move the substantial completion date from June 29, 2022 to July 29, 2022. There are no liquidated damages as it was mutually agreed upon to make this change and it does not change the school opening date at the end of August.

The Change Order refers to PCO no. 160, FBI's Mr. Day's July 19, 2022 letter and FBI's substantial completion tracking sheet.

It was stated that there has been no retainage released yet.

Dated: July 19, 2022

Amount: No Dollar Value

Motion: Stephen Decatur

Second: Jen Nietupski

Vote: 5-0

All in Favor.

**Fontaine Bros., Inc.'s Change Order No. 19**

Mr. Billings reviewed Fontaine's Change Order no. 19.

The change order included PCO's 64r1, 89r1, 120r1, 122, 150, 156r1 and 166.

Dated: August 11, 2022

Amount: \$39,498.00

Motion: Rob Pine

Second: Stephen Decatur

Vote: 5-0

All in Favor.

There was a brief discussion about the change order request, most of the PCO's were minor.

### **Ockers Company – Cable Access Equipment Proposal**

There was a discussion about a proposal to take \$57,614.00 from the contingency fund to purchase equipment for Millbury Cable Access to have cable equipment stored at R.E. Shaw Elementary in order to have meetings and events recorded at Shaw. This purchase would save Cable Access from bringing their equipment from the high school in order to show or tape meetings and events. Millbury Cable Access Director Mr. Kevin Krassopoulos and Town Manager Sean Hendricks is recommended approval. Mr. Myers and Mr. Bedard have been in discussions with Kevin and Sean and agree with the recommendation.

It was stated that Phase I is 85% completed, overall contract is 78% completed.

Dated: July 8, 2022

Amount: \$57,614.00

Motion: Jen Nietupski

Second: Rob Pine

Vote: 5-0

All in Favor.

Hill International provided the committee with a brief update of the project, construction schedule, budget and contingency balance. There was also a discussion about the time frame for FF&E and Technology items to be delivered.

### **Adjourned at 6:55PM.**

Motion: Rob Pine

Second: Jen Nietupski

Vote: 5-0

All in Favor.

- Packet: Outstanding Invoices  
Fontaine Change Order No. 18 and 19.  
Ockers Company proposal for Cable Access equipment

  
  
