

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

DATE: April 15, 2020

PRESENT: Mrs. Nietupski, Vice Chairperson
Mr. Myers, Superintendent, Mr. Bedard, Business Manager Mr.
Plante, Chairperson, Ms. Ryan, Mr. Tarka, Mr.
Pine, Mr. Tuccio, Mr. O'Connor, Mrs. Decatur, Mr. Decatur, Mr.
Despres, Mr. Kuphal, Mr. Halacy, Mrs. Boulanger (on
phones)

T2: Peter Turowski, Libby Turowski (on phones)

Hill International: David Billings, Julie LeDuc (on phones)

ABSENT: Mr. Kelley, Acting Town Manager, Mrs. Friedman,
Mr. Wiltshire, Mrs. Teixeira

LOCATION: Digitable Meeting

1. Call to Order

Mr. Plante opened the meeting.

2. Approval of Minutes

Mr. Bedard made a motion to approve the minutes from the
April 1, 2020 meeting, seconded by Ms. Ryan. Mr. Tuccio took a roll call. All
approved.

3. Approval of Bill Schedule

Mr. Bedard stated that Invoice #24 from Hill International for \$7.867 and #16 from
Turowski 2 for \$164,103 was reviewed by the Finance Sub-Committee. Mrs. Decatur
made a motion to approve the Bill Schedule, seconded by Mrs. Boulanger. Mr. Tuccio
took the role call. All approved.

4. Old Business

Mr. Billings reviewed the upcoming schedule. He also stated that on:

- June 22 - 60% Construction Documents pricing set will be issued.

- August 3 - 60% Construction Documents will be issued to the MSBA
- October 5 - 90% Construction Documents pricing set will be issued
- November 6 - 90% Construction Documents will be issued to the MSBA.

Mr. Billings reviewed the cost estimates and reviewed the trade costs. Mr. Plante stated that he wanted it to be stated in the minutes that we are on budget and will not exceed the amount approved at the Town Meeting. Mr. Billings stated that in the next eight months they will continue to design, estimate the costs, and adjust the costs so that we know what to expect on bid day. He also stated that we are in a good position to adjust to what the market is like in the next six months.. Mr. Bedard asked about the odds of going under budget and getting some of the alternates. Mr. Billings stated that he would know more in the next six months regarding the possibility of alternates. Mr. Pine asked if the deadline to submit the design development for the temporary service to National Grid was submitted. Mr. Turowski stated that the deadline to submit to National Grid was completed. A discussion regarding the accuracy of the spreadsheets took place. It was stated that the QC process is used and the spreadsheets are accurate. Mr. Pine made a motion to approve Hill International to submit the Design Packet to the MSBA, seconded by Ms. Ryan. All approved.

A discussion took place regarding upcoming meetings. It was decided that the Committee will meet on May 20, June 4, and June 17. It was also stated that the upcoming Public Forum on May 20th will be change to TBD

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

8. Adjournment – Ms. Ryan made a motion to adjourn the meeting, seconded by Mrs. Nietupski. All approved.

9. Future Meetings

- **May 20th**
- **June 4th**
- **June 17th**

10. Future Topics

A listing of agenda items are those reasonably anticipated by the Chairperson to be discussed at the meeting. Not all items may, in fact, be discussed and other items not listed, may be addressed to the extent permitted by law.

Minutes from 4.1.2020
Agenda 4.14.2020
Invoices