

**BOARD OF SELECTMEN  
REGULAR SESSION MEETING MINUTES  
Tuesday July 7, 2015 6:00 PM  
Veterans Memorial Bldg. Room 229  
900 Main Street, Millis, MA 02054**

**CALL TO ORDER:** Sel. Smith called the meeting to order at 6:00 pm. The following persons were present: Chair Christopher Smith, Vice-Chair James Neville, Clerk James McCaffrey, Operations Support Manager Karen Bouret, and Town Administrator Charles Aspinwall.

**NEW BUSINESS**

**Award of Project Manager for CFB Project Pending MSBA Approval**

Wayne Klocko, Chair of the Permanent Building Committee, spoke about the lengthy process dictated by the Massachusetts School Building Authority (MSBA) for selection of an Owner's Project Manager (OPM) for the Clyde F. Brown project. A subcommittee of the School Building Committee was formed who evaluated the bids and narrowed down the group to three finalists which were then interviewed by the committee. Mr. Klocko said Compass Project Management was the unanimous choice. Mr. Klocko said Compass is the OPM for the current Police Station and Fire Station renovation project and he recommends them without hesitation. Mr. Klocko introduced Tim Bonfatti, the President of Compass. Mr. Bonfatti said the OPM fees are \$198,832.00 plus \$10,000.00 for estimating.

Mr. Bonfatti explained the process and timing for the feasibility study. Mr. Bonfatti said unlike a typical feasibility study, this one will be much more detailed. Mr. Bonfatti said by the end of April 2016 they will have vetted all alternatives and options for rehabilitation or renovation or expansion and have a study to present. By August, the design will include all specifics and will be presented to the MSBA. Sel. Smith voiced concerns over rushing the project and being held to strict deadlines by the MSBA. Mr. Bonfatti said they will immediately begin reaching out to the public and will hold three community forums throughout the process to maintain transparency.

**Sel. Neville made a motion that the BOS approves the School Building Committee and PBC's recommendations to award the OPM contract to Compass Project Management, Inc., of Medfield in an amount not to exceed \$198,832.00 plus \$10,000.00 for estimating and subject to MSBA approval. The motion was seconded by Sel. McCaffrey and passed unanimously.**

**Sel. Neville made a motion to authorize the Chair of the BOS to sign the OPM contract with Compass Project Management, Inc., as written. The motion was seconded by Sel. McCaffrey and passed unanimously.**

**MISCELLANEOUS INFORMATION**

The next Regular Session meeting will be held on Tuesday, July 13, 2015.

**ADJOURNMENT**

**Sel. Neville made a motion to adjourn at 7:10pm. The motion was seconded by Sel. McCaffrey and passed unanimously.**

Respectfully submitted:

Karen M. Bouret