

MILLIS COMMUNITY PRESERVATION COMMITTEE

MINUTES

MAY 5, 2016

Room 206 Veterans Memorial Building, 900 Main St., Millis, MA

The meeting was called to order at 7:33 p.m. by Mr. Nathan Maltinsky, Chair.

Members present: Nathan Maltinsky, Chair
John Northgraves, Treasurer
James McCaffrey
Pamela Rheaume-Mustard
Raymond Normandin
Anne Rich

Members absent: David Baker
Wendy Barry

Also present: Charles Aspinwall, Town Administrator

Veterans Memorial Building

Exterior Door Restoration Project Proposal – Board of Selectmen

Mr. Aspinwall stated that the project was put out to bid; however, no bids were received. Mr. Aspinwall found a contractor, New England School Service (NESS), who provided a proposal/quote for the door project. Since NESS has quoted the project under the Mass Higher Education Collaborative bid list, “we do not have to bid this out,” he said.

The Committee reviewed the quotes and photographs of the door styles provided by Mr. Aspinwall. Funding options were discussed.

Mr. Aspinwall stated that he was informed by the Finance Director that the unused funding in the amount of \$21,232.00 remaining from the Veterans Memorial Building Masonry Project must be closed out. He stated they were working with DOR on how to get those funds back into the CPC account. The “unused borrowing” from the Masonry Project is \$25,000.00. Mr. Aspinwall stated that this \$25,000.00 borrowing authorization will have to be rescinded at the fall Town Meeting.

On a motion made by Mr. Northgraves, seconded by Mr. McCaffrey, it was voted (5-1) in favor, with Mr. Normandin opposed, to appropriate \$25,750.00 for doors (Quote Number K1043 - attached) and \$3,592.00 (Quote Number K1045 - attached) for hardware, a total of \$29,342.00, for the Main Street facing doors from the **Community Preservation Budgeted Reserve**.

On a motion made by Mr. Northgraves, seconded by Mr. Maltinsky, it was voted unanimously (6-0) to appropriate \$13,400.00 for two side doors (Quote Number K1044 - attached) and \$2,132.00 (Quote Number K1046 - attached) for hardware, a total of \$15,532.00, from the **Community Preservation Budgeted Reserve**.

The Community Preservation Committee **recommends approval** in the total amount of **\$44,874.00** from the **Community Preservation Budgeted Reserve** for the Article 32 for the **Veterans’ Memorial Building Historic Door Replacement and Refurbishment Project** at the Town Meeting to be held on Monday, May 9, 2016.

MILLIS COMMUNITY PRESERVATION COMMITTEE

MINUTES

MAY 5, 2016

Room 206 Veterans Memorial Building, 900 Main St., Millis, MA

Other Business:

Annual Housekeeping Article (Article 31)

Amendment of Amounts

On a motion made by Mr. Northgraves, seconded by Ms. Rich, it was voted unanimously (6-0) to make the following revised appropriations and transfers from the Community Preservation Fund as follows:

Appropriations:

From 2017 estimated revenues for Committee Administrative Expenses	\$7,532.00
Dewey Land:	
From Undesignated Fund Balance for Short Term Debt- Principal	\$60,000.00
From Undesignated Fund Balance for Short Term Debt- Interest	\$435.57
VMB Masonry Repairs:	
From Undesignated Fund Balance for Long Term Debt- Principal	\$21,250.00
From Undesignated Fund Balance for Long Term Debt- Interest	\$10,712.00

Reserves:

From FY2017 estimated revenues for Historic Resources Reserve	\$15,064.00
From FY2017 estimated revenues for Community Housing Reserve	\$15,064.00
From FY2017 estimated revenues for Open Space Reserve	\$15,064.00
From FY2017 estimated revenues for Budgeted Reserve	\$80,000.00

The Community Preservation Committee **recommends approval** of the above article as written above (Article 31) at the Town Meeting to be held on Monday, May 9, 2016.

Minutes

On a motion made by Ms. Rich, seconded by Mr. Northgraves, it was voted unanimously to approve the minutes of April 7, 2016, as written.

Planning Board Member Representative – CPC

Since Ms. MacInnes is now on the Board of Selectmen, a representative from the Planning Board must take her place on the CPC. The Committee discussed the appointment of Mr. James McKay to replace Ms. MacInnes. Mr. McKay expressed interest in becoming a member. The Committee will recommend that the Board of Selectmen appoint Mr. James McKay to the Community Preservation Committee as the Planning Board representative as soon as possible.

Meeting Start Time

Mr. Maltinsky proposed changing the start time of the CPC meetings from 7:30 p.m. to 7:00 p.m. The members in attendance were in favor of the change.

Adjourn

There being no further discussion and on a motion made by Mr. Northgraves, seconded by Ms. Rich, and voted unanimously, the meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Camille Standley, Department Assistant

New England School Services, Inc.

98 Hicks Avenue
Medford, MA 02155

Voice: 617-776-4700
Fax: 781-396-8088

QUOTATION

Quote Number: K1043
Quote Date: May 2, 2016
Page: 1

Quoted To:
Town of Millis 900 Main St Millis, MA 02054

Ship to:
900 Main St Millis, MA 02054

Customer ID	Quote Date	Payment Terms	Sales Rep
MILLISTOWNOF	6/30/16	Net 30 Days	EATON
Quantity	Item	Description	
		Millis Town Hall	
		Doors 4 & 5	
		Remove and dispose of all appropriate material	
		Install and furnish new doors and frames with hardware listed below.	
		Note:	
		Please reuse existing exit devices	
4.00	DOOR-SL-19	Special lite wood grain	
2.00	FRAME	Special Lite Frame	
4.00	HINGES-SL11x BRZx83"	Full mortise x BRZ x 83"	
4.00	CLOSER-LCN4	LCN 4111 door closer x painted dark bronze (sp313) x parallel arm mount (PA) x Hold open arm	
2.00	GLASS-INSUL	Insulated Glass	
2.00	THRESH72"	Aluminum threshold x 72" x 5"	
4.00	SWEEP	Aluminum brush sweep	
2.00	MULLION	Mullion (Special Lite)	
4.00	LABOR	Labor to furnish and install material.	
		* Installation is based on work performed Monday through Friday during normal business hours	
1.00	MISC	Building Permit	

Please note that we are vendors under MHEC and Comm Buys

Mass Higher Education Collaborative Vendors ID : MC 13-E05

Combuys Operational Services Division Vendor ID 3000183

Subtotal	25,750.00
Sales Tax	
Freight	
Total	25,750.00

New England School Services, Inc.

98 Hicks Avenue
Medford, MA. 02155

Voice: 617-776-4700
Fax: 781-396-8088

QUOTATION

Quote Number: K1045
Quote Date: May 2, 2016
Page: 1

Quoted To
Town of Millis 900 Main St Millis, MA 02054

Ship to
900 Main St Millis, MA 02054

Customer ID	Good Thru	Payment Terms	Sales Rep
MILLISTOWNOF	6/1/16	Net 30 Days	EATON
Quantity	Item	Description	
		Town of Millis	
		Hardware add for Doors: 4 & 5	
		Permit Fees Not included	
2.00	EXIT-VD99L	Von Durpin-rim exit device x L: Lever trim- key locks and unlocks lever x Finish: x Length:	
2.00	EXIT-VD99EO	Von Durpin-rim exit device x Exit Only EO: no outside trim x Finish: x Length:	

Please note that we are vendors under MHEC and Comm Buys
Mass Higher Education Collaborative Vendors ID : MC 13-E05
Combuys Operational Services Division Vendor ID 3000183

Subtotal	3,592.00
Sales Tax	
Freight	
Total	3,592.00

New England School Services, Inc.

98 Hicks Avenue
Medford, MA 02155

Voice: 617-776-4700
Fax: 781-396-8088

QUOTATION

Quote Number: K1044
Quote Date: May 2, 2016
Page: 1

Quoted To:
Town of Millis 900 Main St Millis, MA 02054

Ship to:
900 Main St Millis, MA 02054

Customer ID	Good Thru	Payment Terms	Sales Rep
MILLISTOWNOF	6/1/16	Net 30 Days	EATON
Quantity	Item	Description	
		Millis Town Hall	
		Doors 3 & 4	
		Remove and dispose of all appropriate Material	
		Install and furnish new doors and frames with hardware listed below.	
		Note Please re use existing exit devices.	
2.00	DOOR-SL-19	Special lite wood grain	
2.00	FRAME	Door Frame	
2.00	CLOSER-LCN4	LCN 4111 door closer x painted dark bronze (sp313) x parallel arm mount (PA) x Hold open arm	
2.00	GLASS	Glass	
1.00	THRESH42"	Aluminum threshold x 42" x 5"	
2.00	HINGES-SL11x BRZx83"	Full mortise x BRZ x 83"	
2.00	LABOR	Labor to furnish and install material.	
		* Installation is based on work performed Monday through Friday during normal business hours	
1.00	MISC	Building Permit	

Please note that we are vendors under MHEC and Comm Buys

Mass Higher Education Collaborative Vendors ID : MC 13-E05

Combuys Operational Services Division Vendor ID 3000183

Subtotal	13,400.00
Sales Tax	
Freight	
Total	13,400.00

New England School Services, Inc.

98 Hicks Avenue
Medford, MA 02155

Voice: 617-776-4700
Fax: 781-396-8088

QUOTATION

Quote Number: K1046
Quote Date: May 2, 2016
Page: 1

Quoted To:
Town of Millis 900 Main St Millis, MA 02054

Ship to:
900 Main St Millis, MA 02054

Customer ID	Good Thru	Payment Terms	Sales Rep
MILLISTOWNOF	6/1/16	Net 30 Days	EATON
Quantity	Item	Description	
2.00	EXIT-VD99L	Millis Town Hall Door Hardware Add Doors 3 & 4 Permit Fees not included. Von Durpin-rim exit device x L: Lever trim- key locks and unlocks lever x Finish: x Length:	

Please note that we are vendors under MHEC and Comm Buys
 Mass Higher Education Collaborative Vendors ID : MC 13-E05
 Combuys Operational Services Division Vendor ID 3000183

Subtotal	2,132.00
Sales Tax	
Freight	
Total	2,132.00

