**MEETING MINUTES**

Permanent Municipal Building Committee (PMBC)

Tuesday, February 27, 2024, 7:00 p.m.

Place – Town Building

PMBC Members: Mike Gitten, Andrew Steneri, Brian Chase

COA/CC: Bill Sterling, Greg Lusky

Library Project: Aida Gennis, Judy Dion

Ex officio: Ben Keefe

Guests: Kim Treacy, Kim Buhl, John Zychowicz, Mike Licata

**Call to Order**

Andrew Steneri called the meeting to order. He stated that the meeting is being recorded by WayCAM and may be viewed later.

**Public Comment**

None

**COA/Community Center Project Update**

Kim Treacy reported an abandoned septic tank was unearthed. Limited removal action of the tank will be monitored by the Town's LSP. Large concrete blocks were discovered below the existing slab when digging trenches for the interior utilities. Configuring an alternate routing method is being explored. A different water service connection is required because the one called out on the plans is not usable. There is an easily accessible alternate connection nearby.

The civil engineer, Meridian Associates, is exploring methods to handle the excess soil.

Ben distributed a monthly project report. He explained that Amendment 5 to DAI’s contract is the estimate for additional time and work due to delays in permitting the project. This number has been included in the project budget that was used to award the General Contract.

**Library Project**

Ben and Aida provided a history of the library's issues. After a lengthy discussion, the PMBC suggested that the Library Working Group reevaluate the project priorities to accomplish more of the overall project work items while accomplishing less of the HVAC modernization. The PMBC also recommended two ad hoc members from the PMBC be included in the Library Working Group.

**Loker Field**

Ben stated that he negotiated with Weston & Sampson for their professional services contract amendment No. 5 for $60,000—an $8,000 reduction. Recreation will pay for a number of soccer goals out of their field revolving fund. This brings the project budget back to a positive balance.

**High School Field**

Ben updated the Committee on the High School field. He has hired Meridian Associates to design a crumb rubber chamber.

**Stone's Bridge**

Ben will advertise the project on March 28. Bids will open May 2, 10 days before Town Meeting. He will renew permits at the Conservation Commission and The Corps of Engineers. He is pursuing federal grants.

**Minutes**

Brian Chase moved to accept the November 28, 2023 and January 30, 2024 minutes, seconded by Mike Gitten and approved with a vote of 4-0-0.

**Members Concerns**

Ben said the State informally responded that at the COA/CC project only an emergency entrance/exit from Rote 20 would be allowed, with the addition of a crash gate.

**Other Business Not Anticipated 48 Hours before the Meeting**

Greg Lusky has been appointed as the COA representative to the PMBC’s Community Center COA Project. Judy Dion has been appointed as the Library Trustees’ representative to the PMBC’s Library Rehabilitation Project.

Ben announced his plans to retire on October 1. He outlined the Facilities Department's succession plan.

**Adjourn**

Mike Gitten moved to adjourn the meeting, seconded by Brian Chase, and approved with a vote of

 4-0-0.

**Attachments**

COA/CC Monthly Project Report

Loker Project Financial Status Report

Wayland Free Library, Cost Breakdown Summary