

MEETING MINUTES

Permanent Municipal Building Committee (PMBC)
Tuesday, July 31, 2018, 7:00 p.m.
Town Building, Board of Selectman Room

Attendees:

PMBC Members:	Eric Sheffels, Brian Chase, Patrick Rowe, Michael Gitten
Council on Aging/CC:	William Sterling
Stone's Bridge Restoration:	Tonya Largy
Loker Windows & Doors:	Jeanne Downs
High School Athletic Fields:	Jeanne Downs
Loker Recreation Field:	Asa Foster, Brud Wright
Ex Officio:	Ben Keefe
Guests:	Cassidy Chroust, Brandon Kunkel, Christine DePalma, Heath Rollins

Meeting called to order at 7:03 p.m. by Brian Chase, who stated the meeting was being video-recorded by WayCAM. Also, the agenda is modified to move Loker Recreation up as they have a follow-up meeting.

Public Comment

None

Loker Recreation Field – project update, budget review and possible invoice

Brandon Kunkel gave an update on the schedule as the scope has not changed. Members reviewed the budget. The contingency is reduced from 10% to 7%. The goal is to go out to bid at the end of August followed by a 3 week bidding period. Geotech issues were discussed. No foundations were found. Portions of the septic field were found. Ledge will be hit only when installing the light pole footings. The expected duration for completion is between 6-8 months. All testing is covered under general conditions. Members agreed on a \$3.1 million budget. An on-site walk with the Conservation Committee is scheduled tomorrow at 10:00 a.m. W & S will present to the Conservation Committee Thursday.

Council on Aging and Community Center – Project Update & Possible Invoice

Ben Keefe reported that the flagging has been completed with a report to follow. Determining where the mean high water is proved difficult. Six applications for the OPM were received, 5 from Boston, one from Providence. The designer services ad is on the street. The documents will be out on Thursday. Designer applications are due August 16th. Bill Sterling listed COA's anticipated project schedule: schematic design with itemized costs for ATM article on January 15, design development with itemized cost for floor discussion at ATM in April with Construction Documents in late August and bids in late October. Budget has stayed the same. He stated the Kang report was accepted by the Committee.

The building site is about a foot and half above the 100 year flood plain. Discussion ensued about future flooding and addressing elevation issues before construction. Both the OPM and designer should be on board by the end of the month.

Stone's Bridge Restoration – Project-Update

Four bids were received. T Ford Company, Inc. was the low bidder with a base price of \$428,860.00 and alternate #1 at \$29,110.00. The money available is \$437,000. The \$428,860 bid leaves a small contingency for the base. Ben reviewed the project's scope. The Town article requested a bid to stabilize two arches. Discussion ensued on timing, and whether it is possible to secure additional funding in order to accept the alternate which is needed to stabilize two arches. Ben will contact the Finance Committee and Board of Selectmen to explain the situation and see if there are available funds for the alternate. Katherine Gardner-Westcott, chair of the Historical Commission, raised a question about the Town's liability if only two arches are stabilized. Fences are planned for the project.

High School Athletic Fields

At the last meeting, the Committee asked W & S to identify areas that could reduce costs. Brandon handed out updated drawings in response to that request. The School Committee does not want to eliminate the ADA ramp to the press box even though it is not required. They also approved the virgin crumb rubber option. Brandon provided costs for a lift and ramp combination for ADA access to the press box. The ramp is \$70,000 and the ramp and lift is \$130,000.

Based on cost, the Committee decided on just a ramp as in the original design asking W & S to make it less obtrusive. The storage area was discussed and the design will remain as previously presented. The pavement area was reduced and reconfigured. Tennis courts lighting was discussed. The Committee would insist on ground work for lighting. The DPW is interested in rerouting the lines pipes that run under the tennis courts. Storm drainage was discussed.

W & S will appear at the Conservation Committee this coming Thursday. A figure of \$6,650,000 will be the anticipated project cost to include for the town warrant.

Loker Windows and Doors – Project-Update

Ben handed out Requisition #2 from G.V.W., Inc. He stated the project is going well. They are working 10 hour days and Saturdays. The glass was ordered correctly but not manufactured to specifications; replacements are due August 16th. The change orders are \$7,500 to move outlets; \$3,600 to move fire pulls, \$3,400 for roof work to repair leaks; around \$6,000 to remove asbestos tiles in the staff bathroom. We will receive a credit of \$1,225 for a job sign that was not installed. This amounts to about \$20,000 in change orders. We have \$44,200 in construction contingency and \$18,518 in owner's contingency. All change orders come under construction contingency.

If shades are not installed by school opening, paper will be placed in windows to block the sun. Substantial completion is expected by August 18th. The first day of school begins right after Labor Day.

Members reviewed G.V.W. Requisition #2, dated 7/31/18.

Motion made by Eric Sheffels, seconded by Brian Chase, to approve G.V.W Requisition #2 dated 7/31/18 for \$387,372.00 and approved with a vote of 5-0-0.

Approval of Minutes

Members reviewed the minutes of 7/18/18.

Motion made by Eric Sheffels, seconded by Michael Gitten, to approve the minutes of July 18, 2018 and approved with a vote of 5-0-0.

Members' Concerns

The use and assignment of Town email addresses was discussed.

Other business not reasonably anticipated by the Chair 48 hours prior to meeting.

None

Adjourn

Motion to adjourn made by Eric Sheffels, seconded by Michael Gitten, and approved with a vote of 5-0-0

Meeting adjourned at 9:59 p.m.