

**Permanent Building Committee
Meeting of June 26, 2014**

Approved 7-10-14

A duly called and posted meeting of the Permanent Building Committee was held at Town Hall, at 7:30 PM, June 26, 2014. Present: S Langer, M King, S Littlefield, R Shupe, Andrew To; *Others:* J Alberti (W&S), W Hammer (HKT), W Lawson (CBI), M Kelley (WPS), M Vickey (Crowley Eng), D Wilcox (Ambient), Dick Thuma (,BH+A)

Meeting was called to order at 7:30

Citizen Speak: none

• DPW Operations – Close Out

- o Manufacturer extended ERV warranty in the HVAC system to 10/31/2014.
- o Commissioning – SED Associates did 2 rounds of commissioning because the ERV unit was off line for the first one. SED will forward the report after minor adjustments.
- o Budget reconciliation – allowing for some personal services
 - Fitout – DPW had requested additional furniture for the training room and rubber treds and risers on the concrete stairway. PBC approved the following:

Creative Office Pavilion	Furniture	\$6,593.97	Approve to prepare PO
Santangelo Flooring	Rubber Treds and Risers	\$3,298.00	Approve to prepare PO

It was moved and seconded to approve CNI Req #18 (final) for \$8,000.00 for the DPW Operations Building. It was approved 4-0.

• Highway HVAC- Close Out

- o Substantial Completion was 9/20/13. There were a few issues with the HVAC system which has taken time to resolve;
- o Demand for Direct Payment – Since there was no agreement on the issue, Town Counsel recommended putting the claim in an escrow account. Contractor (T Snowden) is interested in resolving. Payment of the final requisition will be held until the Demand is resolved and commissioning is completed.
- o Commissioning – the system is still being resolved; expect completion by the end of August;
- o CO/NO detection system – Engineer recommends this betterment proposal at a cost of \$19,129.00. PBC feels this is outside the scope. It was removed from the original scope because it is not required. DPW has the means to control their environment in that space. PBC did not approve this request.

Town Wide Capital Projects

Architect's Bundle

- Fire Station Floor - floor is complete; HKT will follow through on Punch List;
 - o Caulking – there is a leak on the outside wall. OPM has contacted FMD to investigate. Close out will wait for that repair.
 - o Mats – HKT will order mats for under the tires;

It was moved and seconded to approve PJ Rogan Req #1 for \$90,231.00 for Fire Station Headquarters Floor Replacement. It was approved 4-0.

- Hunnewell – expect proposal to repair rotted structural column at front portico;
- Middle School
 - o Tentatively scheduled to start demolition on Monday June 30.
 - o May need to provide temporary cooling or fans in cafeteria;
 - o Trailer is on site at rear parking lot;
 - o OPM has kept FMD informed of schedule.
- Sprague
 - o Slate – committee feels it could use some more color; HKT will investigate. Time is of the essence. PBC agreed that the current sample is acceptable if unable to get a better choice with no loss of time.
- Warren – OPM reviewed his report.
 - o PBC asked about the slope against the steps which is washing away. PBC will consider ground cover otherwise solution is more significant project for another time.
 - o Doors repair is complete;
 - o Floor tile color – PBC chose Option D

PCO	Description	Amount	Comments	Status
	NO BUSINESS			

Police & Fire Station HVAC

- Submittals are coming in
- Schedule – contractor's responsiveness has been poor; at this time, PBC does not feel good about the project;

- GC has delayed submitting permit paperwork, did not arrive when scheduled, and did not respond to emails and phone calls from engineer and/or Project Manager.
- GC Project Manager said they were delayed because they were still working on another project; he assured they will work weekends if necessary and finish ahead of schedule;
- AC stopped working at Fire Station;
 - When investigating, GC found return air fan was not operating and outdoor air dampers disconnected from actuators;
 - it is operating manually now although Deputy Chief Peterson is not comfortable with this; it is not optimum but it is operating;
 - Problem may be related to temporary work done this past winter to improve the air circulation in the building. This work was performed by ATC; Engineer and OPM will investigate interim solution.

It was moved and seconded to approve Ambient Temperature Change Order 1, in the amount of \$2,386.00 for the difference between the electrical sub trade allowance as directed in Bid Addendum and actual rebid amount. It was approved 4-0.

WMS Auditorium Seating

- Seats have been removed;
- PBC asked OPM to inspect exterior doors for damage during chair removal;
- Old seats will refurbished;

Tolles Parsons Center

- Summary of meeting to discuss PSI re-submission;
 - Planning Director will meet with the architect, civil engineers and PBC to discuss ideas to clarify material and specific changes required for Planning Board to reconsider the submission.
 - BOS representative is concerned about expense required to determine if there is sufficient 'material and specific' changes' for reconsideration by the Planning Board along with the required parallel track of preparing construction documents. Rep will request direction from BOS. Potential Planning Board meeting date of July 28 will put project off schedule to bring bids in hand to '15 ATM.
 - One option is to go to a Spring Town Meeting with a project estimate rather than with Bids in Hand. The estimate would be more conservative.
 - PBC is very concerned about any future expenditure without knowing the Planning Board's willingness to hear the project information.
 - It was agreed to proceed with the schedule meeting with the Planning Director while waiting for BOS & COA direction.
- Traffic Study
 - HSH has performed field observation and will prepare a memo;
 - HSH will await direction on proceeding with update of the traffic report. HSH will discuss with existing report BETA.

It was moved and seconded to execute the architect's contract with Catlin, Petrovick, Architects, PC, for design services for the Tolles Parsons Center in the amount of \$267,500.00. It was approved 4-0.

High School

Basketball court proposals – DPW to attend PBC July 10, 2014 meeting.

Fiske & Schofield

- DRB Hearing summary – DRB asked about sod vs seeding which gives a stronger root;
- Chair signed MAAB Variance submission letters.

WMS Windows Update –

- Chair summarized initial meeting with School Dept on MSBA Accelerated program on June 23 regarding funding, consultant and scheduling issues; PBC asked School Com Chair to appoint liaison to PBC for this project;

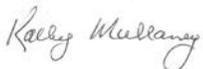
It was moved and seconded approve June 18, 2014 Retreat minutes. It was approved 4-0.

It was moved and seconded approve the following invoice. It was approved 4-0.

Sagamore	#1	WHS Gas in Jewelry Room (PO)	\$2,023.00
----------	----	------------------------------	------------

The meeting was adjourned 10:26PM.

Respectfully submitted,



Katheryn Mullaney
Projects Administrator