

TOWN OF HARVARD

MUNICIPAL BUILDING COMMITTEE



Meeting Minutes – Meeting # 36 – 16 February 2012, 7:00PM – 9:30PM, Library Conference Room

Attendees

Peter Jackson, Lou Russo, Doug Coots, Chris Cutler

Marie Sobalvarro, Ron Ricci, Eric Broadbent, John Sayer-Scibona, Drayton Fair, Jason Maurer

1. Energy Modeling/Optimization HEAC

There was a conference call with National Grid.

National Grid offers incentives for retro fitting that will cover 50% of cost of modeling, with an estimated total cost of \$15,000. The \$12,500 available for modeling applies only to Town Hall.

Massachusetts building code is the assumed baseline, we should add as much insulation as we can, design the HVAC system accordingly, and then look at the payback. Lighting (and electrical) should also be considered. Advanced building code incentives will come into consideration after schematic – the goal is an efficient building, not the incentives. Town Hall is assumed to be easy, Hildreth a more complicated energy design. MBC will include funds for Hildreth energy modeling in budget.

The plan is to use closed cell foam insulation in Town Hall; it will provide its own vapor barrier. Optimal efficiency for the dollars spent.

Drayton brought an example of energy modeling that Garcia Galuska DeSousa (GGD) had prepared for the Lincoln Town Hall. With of this type of analysis we can draw basic conclusions for both buildings.

GGD will recommend the most efficient lighting and sensors.

Eric noted that his contact at National Grid sounded comfortable with our approach.

GGD willing to come in a make a presentation to the MBC after modeling is complete. Drayton submitted a proposal for Town Hall energy modeling from GGD. The proposal was passed around to all MBC members present for review.

2. Approve minutes

The February 9 minutes were read and unanimously approved as amended on a Coots/Jackson motion.

3. Budget

John distributed an updated budget.

Project Contingency was changed to 5% of soft costs, versus 2% of construction – reduced a little, seems a little light to John.

LLB provided estimate budget of \$200,000 for furniture. Hildreth number is \$250,000 (included kitchen).

Daedalus made an assumption that Hildreth's kitchen was going to be a much larger commercial kitchen. Number has been pulled out of Daedalus budget.

Window treatments are excluded at this point as they are not needed during the schematic design phase. (The line item will remain as a place holder.)

Interior design seems high – will reduce number.

HAZMAT covers monitoring and closeout report (John would rather have a placeholder than be short).

John prefers to leave NICs (not in contract) in as line items to remind us of their existence. Doug suggests changing the NICs to NRs (not required).

A Meeting with an acoustical consultant was added at an assumed cost of \$5,000. Sonacrete will be added to the budget (unit per square foot)

MBC will not recommend energy modeling after schematic design.

A Russo/Cutler motion to accept GGR proposal in the amount of \$8,800.00 was unanimously approved.

4. Cost Estimate

Specific notes on cost estimate were reviewed including:

Automatic door openers (not required by ADA), none for Town Hall, include two for Hildreth.

Cost estimate includes ADA signage; DTI's budget contains way finding signage.

Building code for this kind of building does not require enclosed egress stairs. (LLB double checked code).

One chimney is being repurposed (for boiler), the other two will be demolished.

We should add window treatments back in (esp. for Hildreth),

Cupola cost will be entered at \$35,000.

No new plumbing in existing Town Hall, all in addition.

Sod instead of seed and loam; for such a small area the cost difference shouldn't be remarkable.

Site work for Town Hall will be discussed at a later meeting. Total for site work is budgeted at \$120,000, we need to maintain parking, allow for fire station access and leave street open.

Windows at Hildreth will also be discussed in detail at a later meeting. The cost to restore vs. replace is estimated to be about the same. Either way, at this point we are carrying enough money.

Town Hall security will include key card access; COA will be consulted in order to determine what would be appropriate for Hildreth.

Fiberglass columns will be used at new entry of Town Hall; pitch of roof to echo historical entry.

Drayton will explore options for a user friendly HVAC system (with remote access).

5. Review of Schedule

Working toward Annual Town Meeting, April 2012

Council on Aging will need time to find private funding,

Construction period of 12 months for Town Hall is accurate; Hildreth might take longer because of site work.

LLB will update cost estimate and re-send to MBC along with the presentation they had prepared for tonight. John will send out updated schedule and budget.

Meeting tentatively scheduled for next Thursday 2/23, time and place TBD.

Meeting adjourned on a Jackson/Cutler motion. Unanimously approved.

Rachel Holcomb

Attachments: DTI Draft Budget (Town Hall and Hildreth House)