

Permanent Building Committee Meeting  
Minutes of Wednesday, January 21, 2015

**Call to Order:** PBC Chairman, Wayne Klocko, called the meeting to order at 7:05 p.m.

**Meeting Attendees:**

**PBC members**

Wayne Klocko (Chairman), Craig Schultze, Pat Sheehan, Kim Borst (Secretary)

**Ex-Officio members**

Chris Smith (Selectman)

**Other attendees**

Steven Agostini (Agostini Construction), Steve Ahern (Agostini Construction), Jeff D'Amico (Compass), Keith Edison (Police Chief), and Kevin Witzell (CDR Maguire)

**Police/Fire Project:**

Jeff D'Amico and Wayne Klocko reported that they had an informal meeting with the planning board last night to get them up to speed on the project.

Chris Smith gave an update on the demolition of the old library. There is an issue with ductwork located under the foundation that has asbestos securing insulation to the inside of the foundation. Underneath the foundation there is some black felt/paper that is being tested. The report will be available next week. The scope will need to be defined to remediate.

Chief Edison told the group that the FFE & Technology budget is on target. He has selected the products that he wants and the estimated price comes in under budget. He plans to inquire about the cost of installation.

Wayne Klocko asked for an update on the 12 vs. 18 month schedule decision. It was determined that we are still waiting on a few pieces in order to make that decision including a relocation price for fire alarm loops and a determination on whether or not the telephone system at Rossi's is functional and usable. Police would move to Rossi's, fire would move to temporary buildings/trailers. Per Chief Edison, a decision should be able to be made about the potential relocation to Rossi's by February 5th.

A budget recap packet was handed out to the group (see handout A). The first estimate for the project from Agostini came in at 8.3 million, it has been pared down to approximately 7.7 million which leaves about \$430K to address to remain within budget. Jeff D'Amico asked for tighter numbers from CDR Maguire and Agostini. Wayne Klocko asked about the amount of estimating contingency that was being carried for each project and asked about potentially reducing that number as we get better estimates. There is approximately \$600K in contingency right now. The estimators are waiting on updated HVAC drawings from the architect's mechanical engineer to further refine their estimate.

CDR Maguire handed out a revised rendering of the new Police Station (see handout B). This rendering features a redesign of the tower frame to wood to eliminate the metal cost. Three foot wing walls were

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added, the roof structure became a shed roof instead of a notched roof, the back of tower is no longer glass and the overhangs on the building were cut back. Agostini was asked to re-price based on these new drawings and to lower the contingency budget to 8% with the exception of heating and plumbing.

A list of value management items was reviewed with the group. Items discussed included removing a lightpost, changing dumpster fence to chain link rather than wood, reducing the acoustical panels in the interview rooms, removing the stone veneer on the front of building and adding slate to bottom of the columns, investigating the possibility of removing the middle row of sprinklers, removing the public address system at the fire station, and removing the wheel stops.

Additional testing for soil contaminates at the site of the old library was recommended by Sovereign Consulting. The proposal is for one day of 8 test pit locations. It will include a field screening of soil samples, observation of 8 test pit excavations, installation of two groundwater monitoring wells, a collection of 12 samples and a ground water elevation survey. The proposed cost for this service is \$4,290 which includes CDR Maguire's mark up.

**Pat Sheehan made a motion to approve the additional testing proposed by Sovereign Consulting with the addition of disposal characterization testing for the soil not to exceed \$5,000. Craig Schultze seconded the motion and it passed unanimously.**

A proposal from Sovereign Consulting for Pre-Construction Remedial Design Services was also reviewed. The scope of services would include a release notification form, RAM plan with feasibility study, DPS submittal, subslab vapor design system, construction document support and meetings.

**Craig Schultze made a motion to recommend that the Selectmen approve the proposal from Sovereign for Pre-Construction Remedial Design Services in the amount of \$13,860. Pat Sheehan seconded the motion and it passed unanimously.**

Compass Project Management presented a project schedule update (see handout C). There are three factors affecting the timeline right now. The time that CDR Maguire needs to finish the drawings, the demo of the existing library and the permitting process. The schedule is pushed out about three weeks. May 7th is the new start date for the police station.

### **Meeting Minutes**

The meeting minutes from 12/16/14 were presented and reviewed.

**Wayne Klocko made a motion to accept the minutes of 12/16/14 as written. Pat Sheehan seconded. Craig Schultze abstained. The motion passed.**

The meeting minutes from 12/24/14 were presented and reviewed.

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**Craig Schultze made a motion to accept the minutes of 12/24/14 as written. Pat Sheehan seconded. The motion passed unanimously.**

**Invoice Approval**

A bills payable schedule for Compass Project Management for services rendered in December was reviewed.

**Craig Schultze made a motion to pay Compass Project Management \$9,660.00 for services provided. The motion was seconded by Pat Sheehan and passed unanimously.**

A bills payable schedule for CDR Maguire for services rendered through December 24, 2014 was reviewed.

**Craig Schultze made a motion to pay CDR Maguire \$18,586.50 for services provided. The motion was seconded by Pat Sheehan and passed unanimously.**

A bills payable schedule for Agostini Construction for the third installment of the preconstruction fee was reviewed.

**Pat Sheehan made a motion to pay Agostini Construction \$10,866.00 for services provided. The motion was seconded by Craig Schultze and passed unanimously.**

A bills payable schedule for Simpson, Gumpertz & Heger for services rendered through January 13, 2015 was reviewed.

**Craig Schultze made a motion to pay Simpson, Gumpertz & Heger \$1396.86 for services provided. The motion was seconded by Pat Sheehan and passed unanimously.**

**Adjournment**

Wayne Klocko made a motion to adjourn the meeting at 9:55 pm. The motion was seconded by Pat Sheehan and passed unanimously.

The next PBC meeting will be held in the Roche Bros. Community Room at the Library on February 3, 2015 at 7:00 p.m.

Submitted by:

Kim Borst  
Secretary, Permanent Building Committee