

Permanent Building Committee Meeting
Minutes of Tuesday, January 24, 2017
Town Hall, Room 130

Call to Order: Wayne Klocko called the meeting to order at 7:08 p.m.

Meeting Attendees:

PBC Members

Diane Jurmain, Wayne Klocko – Chairman, Pat Sheehan, Jon Wine, Kim Borst (Department Assistant)

Ex-Officio Member

Catherine MacInnes (BOS)

DPW Update

SGH confirmed that the roof pricing was within the range of what was budgeted. SGH would like to have an HVAC engineer visit the site to get a better idea of what is there for a more accurate budget estimate.

Wayne Klocko made a motion to enter into a time and materials contract with SGH for further analysis of the mechanical aspects of the DPW project with the understanding that the fee would be deducted from the SGH proposal dated 12/22/16. Jon Wine seconded the motion and it passed unanimously.

Budget

Kim Borst handed out the latest budget update dated January 24, 2017. The committee reviewed and discussed the status of the budget in relation to where we are in the project and what is left to fund.

The committee revisited the discussion from the 1/10/17 PBC meeting regarding the carport at the Police Station and agreed that with all of the pending change orders, there likely won't be money to fund the carport.

Pending issues with the fire station were discussed in relation to dollar amounts and effect on the budget including the new exterior lights and screening for the HVAC system.

Catherine MacInnes brought up a neighbor complaint about the light shining too brightly onto a nearby property and the desire for the HVAC system at the Fire Station be screened from view. The light issue has been discussed and hoods to direct the light into the fire station parking lot and away from the neighbor's yard and/or other light control options will be investigated. Although the screening was never in the original plan for the project, it was being considered as a possibility if there was enough money to fund. After looking into it, it was determined that due to reasons such as having to reinforce the roof and walls due to snow load it would be too expensive.

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The Police Station lobby heating issue was brought up. RDK suggested a duct heater option for approximately \$12,000. CDR suggested a possible cheaper alternative that wouldn't completely fix the problem but would improve it. This option involved moving the thermostat to control the zone a little better and putting an electric heater in the interview room.

Wayne Klocko requested a separate budget meeting to take a hard look at what is left and compare against all anticipated change orders for the fire station and police lobby heat.

Invoices

A bills payable schedule for CDR Maguire for services rendered during November 2016 was reviewed.

Jon Wine made a motion to pay CDR Maguire \$13,675.51. The motion was seconded by Pat Sheehan and it passed unanimously.

Minutes

Meeting minutes from 12/13/16 and 1/10/17 were presented to the committee for approval.

Wayne Klocko made a motion to approve the minutes from 12/13/16. Pat Sheehan seconded the motion. Diane Jurmain abstained. The motion passed.

Pat Sheehan made a motion to approve the minutes from 1/10/17. Diane Jurmain seconded the motion. Wayne Klocko abstained. The motion passed.

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 9:04 p.m. The motion was seconded by Jon Wine and passed unanimously.

Submitted by:

Kimberly Borst

Secretary, Permanent Building Committee

The next meeting of the Permanent Building Committee is scheduled for February 7, 2017 at 7 p.m.