

Permanent Building Committee Meeting
Minutes of Monday, October 20, 2014

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

Meeting Attendees:

PBC members

Wayne Klocko (Chairman), Diane Jurmain, Jon Wine, Craig Schultze, Patrick Sheehan, Kim Borst (Secretary)

Other attendees

Steven Agostini (Agostini Construction), Steve Ahern (Agostini Construction), Rick Barrett (Fire Chief), Tim Bonfatti (Compass), Jeff D'Amico (Compass), Keith Edison (Police Chief), and Kevin Witzell (CDR Maguire).

Police/Fire Project:

Wayne Klocko turned the meeting over to Tim Bonfatti and Jeff D'Amico from Compass to discuss value engineering on the Police and Fire Station projects. D'Amico stated that he had met with both Chiefs as well as CDR Maguire and Agostini for feedback on the value engineering list prior to this meeting. He distributed hard copies of value management lists for both the Police Station (see Document A) and the Fire Station (see Document B).

D'Amico began by reviewing the value management list for the police station. Chief Edison has reviewed list and has been involved in the process by accepting and rejecting suggested value management items. Some items discussed include significantly simplifying the roof design, reducing the boiler to one unit or possibly moving to no boilers and using a basic gas fired air handling unit, using wood stud exterior bearing walls in lieu of masonry, and reducing square footage of police station by 225 sq. ft.

Chief Edison raised concerns about using wood framing materials, specifically the potential for water and insect damage to the wood. The possibility of preventative maintenance to lower the risk of insect damage was discussed as an option.

7:40 p.m. Tim Bonfatti left the meeting.

7:50 p.m. Craig Schultz arrived.

A value management list for the fire station was also presented and discussed. Chief Barrett reviewed the list and provided input prior to meeting on suggested value management items. Some of the items discussed included deleting the proposed decorative gables above the main entrance and garage doors, reducing the number of bathrooms, not refinishing the floor in the apparatus bay, and eliminating the new emergency generator and instead adding new wiring and reusing the generator that is currently in use at the station.

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Chief Barrett expressed concerns about the drains in the apparatus bay. Further investigation as to where the drains are directing water to needs to happen and if the drains need to be redone, at least part of the floor will need to be refinished.

Discussion about the age and condition of the roof over the apparatus bay at the fire station was discussed at length. More investigation about the age of the roof needs to happen, but Chief Barrett believes that the roof is likely at least 20 years old. If that is the case, the roof would need to be replaced as part of this project. This could add a substantial amount of money to the project cost and it would need to be determined where that money would come from.

Jeff D'Amico noted that if recommended cuts are made, we will be back on budget. Next steps include investigating the feasibility of some of the recommended cuts, refining numbers, and investigating roof and drain issues with the fire station.

It was noted that the project schedule has slipped 4 weeks already while we've been finishing the design phase of the project. Design should be finished by mid-March and construction on the police station should begin in May. D'Amico mentioned we should be able to make up some time, but not all 4 weeks.

Chief Edison stated that now that he knows the timeline, he can look into 12 month rental options for housing the police department temporarily while the new police station is being built and the fire department is being remodeled. Norfolk has agreed to take prisoners, so rental would only house office space, not holding cells.

9:25 p.m. - Steven Agostini, Steve Ahern, Rick Barrett, Keith Edison, Jeff D'Amico, and Kevin Witzell left the meeting

Library

Wayne Klocko gave an update on the completion of the roof work on the library, he stated that we are waiting on the metal to come in before work can be started. Additionally, Klocko mentioned that he will be attending a mediation meeting in Boston on Wednesday regarding the outstanding library issues.

Meeting Minutes

The meeting minutes from 10/6/14 were presented and reviewed. Some minor wording changes were suggested.

Pat Sheehan made a motion to accept the minutes of 10/6/14 as amended. Diane Jurmain seconded. Craig Schultze abstained. The motion passed.

Invoice Approval

A bills payable schedule for Green Plaque, LLC for services rendered in August 2014 was reviewed.

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Craig Schultze made a motion to pay Green Plaque, LLC \$136.00 for services provided. The motion was seconded by Jon Wine and passed unanimously.

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 9:50 pm. The motion was seconded by Diane Jurmain and passed unanimously.

The next PBC meeting will be held in the Roche Bros. Community Room at the Library on Monday, November 10, 2014 starting at 7:00 pm.

Submitted by:

Kim Borst
Secretary, Permanent Building Committee