

Permanent Building Committee Meeting
Minutes of Tuesday, October 4, 2016
Town Hall, Room 130

Call to Order: Jon Wine called the meeting to order at 7:03 p.m.

Meeting Attendees:

PBC Members

Diane Jurmain, Pat Sheehan, Jon Wine, Kim Borst (Secretary)

Other Attendees

James McKay – (Town of Millis – DPW), David DeQuattro – (RGB), Rick Jackson – (RGB), Greg Doelp (SGH), Mark Saccoccio – (CDR)

DPW Architect Interviews

Three proposals were received for the DPW Roof Repair project. The committee has reviewed the proposals and invited the three candidates in for an interview. Each candidate was given a summary of reports and recommendations from SGH with three potential options for repair. Option 1 = a reinforced elastomeric roof coating. Option 2 = EPDM membrane flashing at all roofing seams. Option 3 = EPDM roofing and dedicated air barrier.

The first candidate interviewed was CDR. CDR is currently working with the town on the Police/Fire project. Mark Saccoccio would lead the team and would be supported by a project architect and project manager. He discussed the three options for repair that were presented in the report. His preference was either for option 1 or 3 although he thought that option 3 would cost more than SGH suggested in the report. Saccoccio agreed that the ventilation issues needed to be addressed.

The second candidate interviewed was RGB Architects. Dave DeQuattro would be the team lead and be supported by Rick Jackson as project manager. They bring a lot of DPW and roof experience to the table. They recommended option 1, which comes with a 10 year warranty. Although option 3 would last longer, it would be more costly. The ventilation issues were discussed as well and would be part of the solution.

The third candidate interviewed was SGH. SGH was the company that did the initial report and therefore had a strong grasp on the problem and what it would take to fix it. Greg Doelp from SGH discussed the pros and cons of each of the options that they presented in the report and said that they will look at the best solution to fit within the project budget.

After discussion/deliberation and vote, the committee selected SGH as the candidate with which to enter negotiations.

Invoices

A bills payable schedule in the amount of \$1,352.00 for Salsbury Industries for lockers for the new police station was presented.

Permanent Building Committee Meeting
Minutes of Tuesday, October 4, 2016
Town Hall, Room 130

Pat Sheehan made a motion to pay Salsbury Industries \$1,352.00 for lockers for the new police station. The motion was seconded by Jon Wine and passed unanimously.

A bills payable schedule for Hunt's Photo and Video for an adapter kit for the booking room camera system was reviewed.

Pat Sheehan made a motion to pay Hunt's Photo and Video, \$75.00 for an adapter kit for the booking room camera system. The motion was seconded by Jon Wine and passed unanimously.

A bills payable schedule for CDW-G for technology items for the new police station was reviewed.

Pat Sheehan made a motion to pay CDW-G \$2,606.52 for technology items. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for USA BlueBook for metal spikes and parking curb for the new police station was reviewed.

Pat Sheehan made a motion to pay USA BlueBook \$752.14. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for Software Leverage for network configuration for the new police station was reviewed.

Pat Sheehan made a motion to pay Software Leverage \$4,483.75. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for Walco Service, Inc. for temporary phone lines at the fire station was reviewed.

Jon Wine made a motion to pay Walco Service \$400.00. The motion was seconded by Pat Sheehan and passed unanimously.

A bills payable schedule for PK Associates Inc. dba Briggs Engineering & Testing for soil and other testing at the new police station was reviewed.

Pat Sheehan made a motion to pay PK Associates, Inc. dba Briggs Engineering & Testing \$1,579.00. The motion was seconded by Jon Wine and passed unanimously.

A bills payable schedule for Donnegan Systems, Inc. for lockers and mobile shelving at the new police station was reviewed.

**Permanent Building Committee Meeting
Minutes of Tuesday, October 4, 2016
Town Hall, Room 130**

Jon Wine made a motion to pay Donnegan Systems, Inc. \$80,526.00. The motion was seconded by Pat Sheehan and passed unanimously.

A bills payable schedule for Brookline Moving Company for moving services for the police station was reviewed.

Jon Wine made a motion to pay Brookline Moving Company \$1,073.40 for services rendered. The motion was seconded by Pat Sheehan and passed unanimously.

A bills payable schedule for LW Bills for moving municipal fire alarm equipment was reviewed.

Jon Wine made a motion to pay LW Bills \$42,798.00. The motion was seconded by Pat Sheehan and passed unanimously.

A bills payable schedule for Motorola Solutions, Inc. for police radio system was reviewed.

Jon Wine made a motion to pay Motorola Solutions, Inc. \$92,200.52. The motion was seconded by Pat Sheehan and passed unanimously.

Invoices from CDR, WB Mason, Wrightline, Valley Communications, and Donnegan Systems were held over to the next PBC meeting pending further research.

Minutes

Minutes from 9/13/16 were presented to the committee for approval.

Pat Sheehan made a motion to approve the minutes from 9/13/16 as written. Jon Wine seconded the motion and it passed unanimously.

Adjournment

Jon Wine made a motion to adjourn the meeting at 9:05 p.m. The motion was seconded by Pat Sheehan and passed unanimously.

Submitted by:
Kimberly Borst
Secretary, Permanent Building Committee

The next meeting of the Permanent Building Committee is scheduled for October 18, 2016 at 7 p.m.

**Permanent Building Committee Meeting
Minutes of Tuesday, October 4, 2016
Town Hall, Room 130**