# Permanent Building Committee Meeting
## Minutes of Tuesday, August 29, 2018
## Town Hall, Room 130

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

**Meeting Attendees:**

**PBC**
Wayne Klocko (Chairman), Diane Jurmain, Pat Sheehan, Kimberly Borst (Department Assistant)
**Additional Attendees**
Peter Jurmain, James McKay

The Committee reviewed Simpson, Gumpertz & Heger's proposal (Exhibit A) dated August 24, 2018 for the renovations and addition to the Millis DPW Garage Building.

After discussing the proposal and timing involved to get on the warrant for the November Town Meeting, the Committee felt that there was not enough time to complete the work proposed and educate voters before November.  It was decided that May would be a better time to present a well thought out solution.

With this additional time the Committee would like to take into consideration the need for additional salt storage as well as look into the possibility of a modular option for office space and a break area.

The Committee also discussed that if the cost of the project will exceed $1.5M, we would need to consider hiring an OPM.

The consensus of the Committee was to ask Taylor & Burns to provide a simple rendering of the project as currently proposed, a +/- 15% cost estimate developed with the information currently available, and evaluate a modular solution for the office and break space.

Additionally, the Committee would like to investigate a more traditional architect/subcontractor relationship if the project is approved by voters.

Invoices
A bills payable schedule for SGH was reviewed by the committee.

**Wayne Klocko made a motion to pay Simpson, Gumpertz and Heger $5,092.50 for services rendered on the DPW project.  Diane Jurmain seconded the motion and it passed unanimously.**

Adjournment
**Wayne Klocko made a motion to adjourn the meeting at 8:45 p.m.  The motion was seconded by Pat Sheehan and passed unanimously**.

Submitted by:
Kimberly Borst
Department Assistant, Permanent Building Committee