

TOWN OF WAYLAND

PERMANENT MUNICIPAL BUILDING COMMITTEE

Meeting Minutes-Approved September 11, 2012

Tuesday, July 10, 2012

In Attendance: Eric Scheffells, Brian Chase, Tom Abdella, Don Oullette,
John Moynihan, WSamson David Steeves, Jon Mishara, David George,
Matt Kaufmann

Absent: Mark Reardon

6:30 p.m. Call the meeting to order: Matt Kaufmann

- Opened floor for public comment : No public comment.
- Old business: Revised scope of work related to contract
 - Review revised contract based on revised scope of design.
 - Opened business discussion of revising numbers related to contract costs associated in revised scope of work.
- David Steeves, Weston & Sampson: begin presentation of revised schematics based on committee comments.
 - Reviewed program design as original to design.
 - Topographic review and site review design discussed
 - Reviewed revised schematic based on feedback.
 - Discussed design elements related to construction design.
 - Discussed review of maintenance bay for small equipment. Reviewed space need and gain understanding of process of small maintenance bay.
 - Total November square foot design 45,000 sf. Current design calculated at 43,000 sf. Reduction discussed as not in total review by committee.
 - Discussed vehicle maintenance area. Size discussed and determine differential of 838 square feet.
 - Square footage review not enough removal on the program and cost reductions
 - DPW. Reduce tire work shop. Reduce fluid storage, Reduce maintenance bay facility to bring part room and shared mechanical into the maintenance area
 - Reduce pump pipe and fire protection
 - Reduce mechanical and specialty service space out.
 - Discussed reduction of 20% of small general workshop

- Remove storm event room. Re-title room conference room, storm event, training,
 - Reduce courier common spaces reduction of circulation space.
 - Highway sign review.
 - Reviewed wash bay construction and discussed finishes
 - Reviewed exterior finishes. More discussion needed.
 - Action items:
 - Overall reduction of footage.
 - Review space at micro level to drop numbers as needed through discussion of operation
 - Review overall volume
 - Review finishes related to cost estimate.
 - Re-do square footage analysis sheet
 - Equipment review and outfit of building for next meeting.
 - Need and requested revision of updated vehicle/equipment list from DPW.
 - Committee next steps.
 - Set meeting for revision August 1st.
 - Request progress sent via email for review by July 25.
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- Motion to close meeting by Tom Abdella, seconded by Eric Sheffels, all were in favor.
 - Meeting adjourned