

Permanent Municipal Building Committee (PMBC) Minutes –  
Tuesday, May 27, 2014  
Wayland Town Building  
First Floor Meeting Area  
*Approved as amended 6/24/14*

### **Attendees**

Weston & Sampson- Jeff Alberti- Project Manager

KVA- Joshua Sidney- Project Manager, David Saindon –Project Director

PMBC Members: Tom Abdella, Brian Chase, Doug Goddard-Chair, Jon Mishara, Joe Lewin, Eric Sheffels, Massimo Taurisano

Ex-Officio Members: John Moynihan-

Meeting called to Order at 7: 02, by Doug Goddard, Chair

### **Public Comment;**

Mike Lowry had the following items to report with respect to the ongoing DPW Project work:

1. The G&R construction team and the Public Buildings Director, have been cooperating and coordinating work in the “critical areas” of the site work, with the Historical Commission very effectively. The monitors have been on site for approximately 1 week. Most of the excavation in these areas has been performed, without cause for any alarm.
2. Regarding site trees, too many were taken down, without a tree hearing, which is usual. More trees were cut on the site, than were shown as removed, in the Contract Drawings. River Road is a scenic drive, and disruption to the natural landscape caused by the project, as understood, was to be minimal. He wanted to bring this item to the attention of John Moynihan, Public Buildings Director. He remarked that a

John Moynihan responded that in his estimation, the site contractor cut trees that were not in the scope of the contract. At this point, trees cannot be planted. He will review the conditions with the Architect and Contractor, to arrive at a remedy, which should include planting of new trees, to replace those that were taken in error. He mentioned that the property lines were staked, but some of the stakes were removed. Josh Sidney of KVA will be on site full time, beginning in June, to provide full time monitoring for the project site. This should avoid any similar future errors by the contractor. John Moynihan stated that he and design team will investigate situation tomorrow.

The PMBC team discussed the tree situation and came to the conclusion that the Contractor will need to replace the conservation commission reviewed tree markings on the site.

## **DPW Project- Construction Overview:**

Josh Sidney of KVA gave a project update, which included the following points:

1. Josh will be working full time at the trailer on-site.
2. G&R Contractors mobilized and cleared site trees as previously discussed. Too many trees were cleared, as KVA was not on site to monitor.
3. Sensitive Area 3 work was completed last Friday.
4. Metal building shop drawings are being prepared now, if all goes well, delivery of the metal building is scheduled for August 1, 2014.

Jeff Alberti of Weston and Sampson, Architects presented color schemes for the building: "Scheme "A", and "Scheme B", "Scheme "B1", and "Scheme "C", and mentioned the following points:

1. Building production out of state, Massachusetts Professional Engineers stamp will not be a problem. Metal Fabrication Company will secure the services of a Professional Engineer.
2. The issue of site cut / fill balance was brought up. Jeff stated that there is additional fill owned by the contract if we need it, at no additional charge.
3. He passed out color samples information for the metal panels to be used for building fabrication, that were recommended selections by Weston and Sampson.
4. He described the different panel types, 1" thickness with foam core, 2" thickness with foam core, 4" thickness with foam core, corrugated roof panels and described where he sees them as being used on the different elevations of the building.
5. He indicated that he sees the doors as being constructed using white panels. This would be economical since white is standard color, and if a panel on the door needed to be replaced in the future, it would be easier to replace the standard color panel.

Eric Sheffels pointed out the increased stiffness could be achieved by using a 2" thickness panel on the end walls of the building, instead of a 1" thick panel, described by Weston and Sampson.

The PMBC reviewed the selections.

Tom Abdella made a motion to accept the colors proposed by Weston & Sampson in Scheme B1. Joe Lewin seconded the motion.

**Vote:** 7-0-0 to Approve color exterior selections shown in Scheme B1.

Brian Chase asked about the type of moisture mitigation to be used in the concrete slab. He stated that if a concrete hardener is used in the slab, the application needs to be coordinated with the schedule of concrete placement.

Jeff Alberti believes that it is an "Ardex" type, but will need to verify with the Construction Documents. A concrete hardener will be used per the project specification, and will be coordinated by the Contractor. Slab placement is not expected until October or November 2014. In the Wash Bay an epoxy surface will be provided, to keep water from migrating into the slab.

Tom Abdella inquired about the installation of an antenna mast to support the communications operations of the DPW.  
The mast will need to be coordinated with the building plan, structural, and roofing in the building.

**Approval of DPW Project Invoices:**

John Moynihan passes out Change Order #1- for \$1,624.28.

Tom Abdella made motion to approve.

Joe Lewin Seconded.

**Vote:** 7-0-0 Approve.

Massimo asked about Fee / Budget.

Josh stated that in his estimation, the project is 3-5% complete.  
Josh went through the requisition / Payment Application process.  
Eric asked if the lien release. Is it 30 days off?  
Josh will research and report findings back at next meeting.

Joe mentioned that in the budget, adjustments were put into the contingency. He stated that the contingency should really be adjusted in the downward direction, to reflect a 5% contingency. This is indicative of financial discipline.

Eric stated that the budget should reflect a 5% contingency.  
David explained that he will "true up" the budget recast, to reflect a 9.4Million dollar budget.

Joe Made a motion to adjust budget to reflect actual bid conditions, which were lower than predicted, and place a 5% construction contingency on the project.  
Eric made a motion to approve.

**Vote:** 7-0-0- Approve

David of KVA will recreate the budget information to reflect the change.

**Meeting Minute Approval:**

John Moynihan handed out meeting minutes of previous April 1, and April 29, 2014 meeting minutes, which were reviewed by the committee.

Brian Chase made a motion to approve the minutes of 4/1/14, 4/29/14 and Joe Lewin

seconded the motion.

**Vote- 7-0** to approve.

Joe Lewin asked that the PMBC should review its "Charge" again, at the next meeting for subsequent presentation to the Selectmen..

Brian Chase made a motion to adjourn the PMBC Meeting, Joe seconded.

**Vote: 5-0 in favor**

**Meeting adjourned at 8:38 pm.**

**These meeting minutes represent the meeting, and recorded as understood by Doug Goddard.**

**If you feel that these minutes and their content are in error, please contact Doug at [djgoddard14@gmail.com](mailto:djgoddard14@gmail.com)**

Respectfully submitted,  
Douglas Goddard