

## MEETING MINUTES

Permanent Municipal Building Committee (PMBC) Minutes

Tuesday, January 6, 2015 -- *Approved 4/1/15*

Wayland Town Building

Selectmen's Meeting Room

### **Attendees**

PMBC Members: Jonathan Mishara, Brian Chase, Joe Lewin, Eric Sheffels, Chris Brown, Doug Goddard, Massimo Taurisano, Michael Gitten

Ex-Officio Members: Ben Keefe, John Moynihan

Absent: Jeanne Downs

Guest: Joshua Sidney – KVA, representative for the DPW Project

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

### **Public Comment;**

There were no members of the public present to give comments.

### **Claypit Hill Elementary - Windows and Doors – MSBA Accelerated Repair Program**

Invoices for Pinck & Co, Inc. the owner's project manager (OPM) and CGKV Architects, Inc. the project architect were presented for approval. Discussion ensued regarding the OPM's invoice. It appeared that the numbers did not correspond to the amount being invoiced. After not being able to determine the correct numbers to reference for the OPM's invoice it was decided to approve the project architect's invoice but to not approve the OPM's.

Motion to approve CGKV Architects, Inc, invoices totaling \$20,066.50 moved, seconded, and approved by a vote of 6-0.

Ben Keefe is to contact Pinck & Co, Inc. and request invoices that clearly indicate the amount of the contract, the work performed to date, and the work remaining to be accomplished.

### **DPW Project Update**

Joshua Sydney provided an update on the Project:

Construction update:

1. Site work is still an issue. The binder course is still not in place and access to the salt shed is at the best difficult. Negotiations are currently underway to exchange a temporary access road to the salt shed for a time extension. PMBC instructed John Moynihan and Joshua Sydney to make a deal tomorrow and insure there is access to the salt shed.
2. Roof is 85% complete

## MEETING MINUTES

3. There is an issue with temporary heat. Determining best way to accomplish and meet Building Inspectors safety requirements for fuel storage.
4. Over- all the project is a little behind schedule. Substantial completion date is Apr 15, 2015 with a 30 day punch list timeframe. There are liquidated damages on the project but Joshua thinks that he contractor will be able to accomplish the project on schedule.

### Change Order Review:

CR #13-R1 has been negotiated with the Contractor. CR #6, relating to the handling of excess earthwork material, is to be reviewed by Joshua for an interpretation of the Contract Documents and further discussion with the PMBC. The balance of Changes are relatively minor.

Motion to approve change order made, seconded, and approved by vote of 7-0

### DPW Facility Project—Invoice Approval

Invoices were presented for approval on the DPW Project:

KVA Associates	\$12,093.70
UTS of Massachusetts	\$3,685.00
Weston & Sampson	\$16,500.00
NITHPRO	\$1,400.00
UTS of Massachusetts	\$1,870.00
G&R Construction	\$456,270.75
Total Invoices	\$491,819.45

Motion to approve invoices made, seconded, and approved by vote of 7-0

### Update regarding changes to charge at BoS Meeting

Joe Lewin reported on the Board of Selectmen meeting of December 15, 2014 that Doug Goddard and he attended to explain the changes that the PMBC has suggested to the committee's charge. Joe stated that in general the BoS were accepting of the changes but wanted a more concise wording. The BoS were clear that they appreciated the work of the PMBC and agreed with the substance of the changes but required a different format.

### Approval of Meeting Minutes

The PMBC Meeting Minutes of 11/5/14 were reviewed and discussed. Motion to approve minutes made, seconded, and approved by vote of 5-0

## MEETING MINUTES

### **Additional Items not Anticipated:**

Discussion for the benefit of Ben Keefe to make him aware that the terms of office for three of the committee members expire this summer and they do not plan on seeking reappointment. Those members are: Joe Lewin, Brian Chase, and Eric Sheffels.

Motion to adjourn made, seconded, and approved with a vote of 5-0

Respectfully Submitted,

Ben Keefe