

MEETING MINUTES

Permanent Municipal Building Committee (PMBC)
Wednesday, October 14, 2015, 7:00 p.m.
Wayland Town Building, 2nd Floor Conference Room

Approved 1/20/2016

Attendees:

PMBC Members: Brian Chase, James Riley
Ex-Officio: Ben Keefe
Absent: Massimo Taurisano, Jonathan Mishara, John Moynihan, Eric Sheffels,
Doug Goddard
Claypit Hill School: Jeanne Downs, Michael Gitten
DPW: Chris Brown
Guests: Joshua Sidney – KVA, representative for the DPW Project
Alicia Toney – Pinck & Co.
Tommy Chen, Pinck & Co.
Jason Knutson – CGKV Architects, Inc.

A quorum did not exist for the DPW Project. As such no votes were taken. Joshua Sidney may need a change order for the purchase of a building surge protector system from Griffin Electric costing \$10,000-12,000. The recent storm prompted a need for this item. Installation would occur during off hours and would be coordinated with Eversource.

Trees along the abutter's property have been planted and the abutters are happy with them but they request that more trees be planted. The rear gate has been installed and one half of the light shields installed. Griffin didn't order correctly. Weston & Sampson reports that ragweed is growing in the wildflower area. Josh states a request has been made to have the weeds pulled, area mowed, and reseeded in the Spring. The landscaper has not yet agreed to these requests. The slope along River Road did not take. Mowing is an issue because it is within the wetlands buffer zone.

A change order to purchase an overhead door to have on site will also be required. As the lead time to replace an overhead door is 4-6 weeks, it is prudent to have one on site if an existing door is damaged. Cost is \$6,975. Drainage in the wash bay was corrected by modifying an existing saw cut to allow drainage.

Josh has no exceptions to invoices and states general contractor requests prompt payment.

Meeting called to Order at 7:25 p.m. by Chair, James Riley.

Public Comment:

Duane Galbi asked what PMBC's role would be now that the Board of Selectman designated The Historical Commission to assign two members as temporary PMBC members. These members will be nominated by the Commission and forwarded to the Selectmen for approval. PMBC's charge is essentially to spend the town's money wisely. Mr. Galbi and the public are encouraged to be watchful participants as the project goes forward.

There were no other public comments.

Claypit Hill Bid Documents & Invoices:

Alicia Toney needs approval to go out to bid. The schedule is for the construction document package be sent to MSBA by 10/28/15 with a 3 week period for general bids. Bids will be reviewed by 11/30. It takes 16 weeks to procure windows so windows should be ordered by 2/1/16. The windows will need to be stored offsite. There are about 6,000 square feet of windows of varying sizes. The project would commence around 6/24/16—about a week after school ends. Completion would be around mid-August although it may lag into September. A walk through at Claypit is being scheduled for a Wednesday at 2:00 p.m.

Tommy Chen distributed a 2 page Total Project Budget. He discussed the reimbursement rate as it relates to the project--what is eligible, what is potentially eligible and what portions of the budget are not reimbursable. OPM and design fees are soft costs. There is a 5% cap on construction contingency that will be reimbursed by MSBA.

Jason Knutson then gave a visual presentation of the project. He noted that Claypit was built in 1956 with additions in 1961 and 1970. This resulted in a lack of cohesion in the building. Every window and every door around the perimeter of the building will be replaced. Casement windows that open out at lower levels and present a safety hazard will be replaced by horizontal bands. The windows will add unifying elements to improve the building's exterior appearance and function. The fiber- glass reinforced polyester doors meet the energy code according to MSBA standards. Colors will be determined later. All new aluminum horizontal blinds will be installed.

The building's security system will not change. A hazardous material consultant will have a site visit. The existing glazing compound that will be removed may be hazardous.

As most of the plantings around the building will be severely impacted by the construction, Ben will talk to the School Committee. There is a possibility that parents may get involved and move plantings before construction begins.

The Committee will reconvene one week after bids open.

Other business not reasonably anticipated by Chair 48 hours prior to meeting

None

Motion to adjourn made, seconded and approved with a vote of 3-0.

Meeting adjourned at 8:42 p.m.