

MEETING MINUTES

Permanent Municipal Building Committee (PMBC)
Tuesday, February 23, 7:00 p.m. *Approved 3/29/16*
Wayland Town Building

Attendees:

PMBC Members: Brian Chase, Douglas Goddard, James Riley, Eric Sheffels
Claypit Hill School: Michael Gitten
Stone's Bridge Project: Elisa Scola, Tonya Largy
Library Building Project: Suzanne Woodruff
Ex-Officio: Ben Keefe, John Moynihan
Absent: Massimo Taurisano
Guests: Joshua Sydney – KVA, representative for the DPW Project

Meeting called to order at 7:06 p.m. by Chair, James Riley.

Public Comment

Paul Doerr, the abutter to the DPW building, reports the light situation is now fixed, and he is happy with the result. However, he notes that the security alarm is extremely loud and sounds for 10-15 minutes. He requests an adjustment that would lower the sound level. The alarm notifies Police and Fire automatically. John Moynihan noted that there have been several false alarms. The alarm is motion activated and can be set off by animals walking around the building. John also reports one detector was faulty and has been replaced under warranty. He will check whether it is possible to reduce outside sound level.

Mr. Doerr also would like to have additional trees planted to the right of his house as the DPW building looms over his sightline. John will get a cost estimate for additional plantings and work with the abutter on this issue. Mr. Doerr expressed satisfaction with the treatment he has already received and thanked the PMBC for their consideration to his issues.

DPW Project: Approval of final G & R Change Order; Approval of KVA Contract Amendment; Approval of Invoices

Invoice Package #21 was reviewed by PMBC members.

WB Mason	\$ 3,062.16
WB Mason	160.00
KVA Associates	3,850.00
KVA Associates	2,575.00
KVA Associates	2,120.00
Grainger	1,586.00
St. Pierre Manufacturing Corporation	1,690.30
St. Pierre Manufacturing Corporation	987.20
RFS Engineering	2,319.60
United Rentals	14,500.00
G & R Construction	38,887.91
Total Due	\$71,738.17

Joshua Sydney reported on each invoice. The unkempt, weed-like appearance is to be resolved with G & R in the Spring 2016 planting season. Installation of the solar panel will occur during the summer.

Motion to approve invoices made, seconded and approved by a vote of 4-0.

Approval of Change Order #014

Change order #014, for \$22,787.91 was reviewed. The gas generator was starving for fuel and consequently not starting up. A reservoir was created for the gas generator and tested. It fixed the problem and is tested once a week.

Motion to approve Change Order #014 made, seconded and approved by a vote of 4-0.

Approval of KVA Contract Amendment

The original contract was for 18 months. Through no fault of KV Associates, their fee structure was exhausted as of October 31, 2015. Therefore, KVA requests an increase of \$15,000 for various management services as requested by the Town.

Motion to approve KVA Contract Amendment made, seconded and approved by a vote of 4-0.

This is the last meeting that Josh Sydney will attend. Members concurred that he did a great job and thanked him. It was suggested that a letter be sent to KVA from the Chair stating Members' appreciation and satisfaction with this project.

John Moynihan reports that the Police Chief would like cameras installed around the building as it is a remote area with minimal lighting. Only the High School and Public Safety are currently equipped with cameras. John Moynihan will research the cost to install cameras. Members authorize John to install cameras up to a \$25,000 limit only on the condition that DPW approves of the installation.

Motion to approve up to \$25,000 for camera installation on DPW building with the approval of DPW made, seconded and approved by a vote of 4-0.

Claypit Hill Windows Project – Update & Invoice Approval

Ben Keefe states the architect's turnaround on submittals has been quick, within 2-3 days. The General Contractor, Lockheed Window Corp., is also being proactive and has already been out to the site multiple times. There was discussion about the full containment process for hazardous waste and whether the environmental consultant, Hub Testing Laboratory, Inc., would agree to relaxing this requirement. Consensus is to follow the advice of the environmental consultant and to err on the side of caution and evaluate as project progresses. Members would like the OPM invoices presented in a timely manner. This has been addressed with Pinck & Co. and up-to-date invoices will be the norm.

Requisition #14: Invoicing Period: 8/1/2015-12/31/2015

Pinck & Co., Inc.	OPM Services, 8/31/15	128.10
Pinck & Co., Inc.	OPM Services, 8/31/15	5,304.10
Pinck & Co., Inc.	OPM Services, 9/30/15	1,855.93
Pinck & Co., Inc.	OPM Services, 9/30/15	367.91
Pinck & Co., Inc.	60% CD Delivery, 9/30/15	45.10
CGKV Architects, Inc.	Designer Services, 12/29/15	35,570.00
GGKV Architects, Inc.	Designer Services, 12/29/15	4,680.00
CGKV Architects, Inc.	Designer Reimbursable, 12/29/15	6,000.00
Total Due:		\$53,951.11

Motion to approve Pinck & Co. Requisition #14 made, seconded and approved with a vote of 5-0.

Update on Library Project

The Library Committee along with Eric Sheffels interviewed the three applicants and chose Design Techniques, Inc. This firm impressed the Committee with their extensive knowledge of library construction. They recently completed the McAuliffe Branch Library in Framingham. A RFQ for Design Services will appear in the Register Wednesday and then in local papers. There will be a walk through on March 2nd. Statements of Qualifications are due March 10th. Discussion ensued on the pros and cons of holding interview meetings in open public sessions vs. going into executive session. At least one member of the PMBC will attend each meeting.

Suzanne Woodruff reports that three articles will be submitted to Town Meeting relating to the library project. MBLC requires that potential sites are owned by the grant applicant. There are three sites under consideration. One site is 193 Main Street, the old DPW building. The first article would ask the Town to transfer this site to the Library. The second site under consideration is 202 Old Connecticut Path, the Greenways. The second article would ask the Town to transfer this 26 acre parcel to the Library. The third site involves expanding the present library. The expansion would be built over the current septic system which will need to be replaced as it is 27 years old. The third article asks for authorization from the Town to allow the present library to hook-up to the Wastewater Management District system. It is noted that a pipe has already been installed and is on the library side of the road.

The Historical Commission should be contacted as there may be archaeological issues connected with The Greenways site.

PMBC members request the Library Committee ensure that permits for the septic system at the library site comply with all code issues. It is especially important to establish current usage. Design Techniques will be consulted about this issue.

Update on Stone's Bridge

Ben reports that the project must go through the sealed bid process. Members suggested several firms to contact that have expertise in dry laid masonry. Structure North should also be contacted. Their report is posted online. Framingham is being contacted to establish their interest and/or involvement.

Approval of Minutes

Motion to approve minutes of January 20, 2016 made, seconded and approved with a vote of 5-0.

Members' Concern

None

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

None

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

Meeting adjourned at 8:50 p.m.