

## MEETING MINUTES

Permanent Municipal Building Committee (PMBC)

Wednesday, July, 13, 2016, 7:00 p.m.

Wayland Town Building *Approved with corrections 8/30/2016*

### Attendees:

PMBC Members:	Brian Chase, Eric Sheffels, James Riley, Patrick Rowe
Library Building Project:	Ann Knight, Thomas White
Claypit Hill Windows Project:	Mike Gitten
DPW Project:	John Moynihan, Chris Brown
Ex-Officio:	Ben Keefe
Guests:	Aida Gennis, Anne Heller, Tom Fay, Suzanne Woodruff, Lynne Lipcon, Sandy Raymond, Jeffrey Hoover, John Sayre-Scibona, Tom Marsters

Meeting called to order at 7:05 p.m. by James Riley, Chair

### Public Comment:

Annette Lewis requested input on the WRAP Committee's Draft Decision Criteria Worksheet and Draft Site Selection Worksheet.

### Claypit Hill Windows Project: Status/Review/Approval of Invoices

Ben visits the site once a week, and the OPM is there on a daily basis. OPM verified that all the material except the window treatments are in the trailers. Lien releases must be received from all sub-contractors by next month before any further approval.

Eric Sheffels moved to approve Pinck & Co., Inc., Requisition #18 in the amount of \$690,837.55.

Motion made by Eric Sheffels, seconded by Mike Gitten and approved with a vote of 5-0.

### DPW Project: Status/Approval final change order/Approval G & R Invoice, Requisition #21

John Moynihan presented the final change order in the amount of \$12,703.86 that includes replacing the motion detector for \$931.47 in the vehicle storage area with a high-tech detector to help prevent tripping and \$11,772.39 to furnish and install (16) 8'-9' white spruce trees at locations staked by the abutter.

Brian Chase moved to approve G & R change order for \$12,703.86.

Motion made by Brian Chase, seconded by Eric Sheffels and approved with a vote of 5-0.

John presented final G & R Invoice #21 for \$44,403. for approval noting that he is retaining \$5,000 related to paving issues on the site.

Brian Chase moved to approve G & R Requisition # 21.

Motion made by Brian Chase, seconded by Eric Sheffels and approved with a vote of 5-0.

Brian Chase moved that John Moynihan use remaining \$5,000 for work completion.

Motion made by Brian Chase, seconded by Eric Sheffels and approved with a vote of 5-0.

Committee requested that a 2-3 paragraph summary of project be submitted.

Chris Brown, DPW chair, reported that the River's Edge project will acquire the DPW's lay down area, which consists of 6,300 yards of fill. He requested that PMBC consider using \$50,000 to remove the fill which partly consists of DPW project fill. A Holliston company will remove the fill for \$1/yard which is far below prevailing rates. Chris stated the Town will have to pay eventually, and we should take advantage of this low rate. Brian Chase reminded the Committee that fill from the DPW project was not to leave the Town. He asked why the fill can now be transported out of town. Chris will check on this. Eric Sheffels wants to see a plan, a consultation with the Conservation Committee and abutter, a check on zoning and recommended that the Town Administrator be consulted before PMBC could make a decision.

### **Library Project – Update**

Thomas White reported that the Library Planning Committee spent 14 months to identify sites for the proposed library project. Two sites were needed to rate against the existing library to meet MBLC guidelines. A site selection matrix developed with Design Techniques was used to evaluate each of the 3 sites. Jeff reported 7 major criteria: (1) location and traffic; (2) site characteristics; (3) community sentiment/consideration; (4) existing utilities and infrastructure; (5) environmental impact; (6) permitting/other regulatory concerns; (7) cost of site development and construction. Using the matrix, the LPC and Library Board of Trustees concluded that 202 Old Connecticut Path be eliminated from consideration.

PMBC members reviewed the matrix and each criteria. Eric Sheffels asked if there was any passionate dissent from members of the LPC and/or Board of Trustees. Thomas White responded that after hours of deliberation all participants were in agreement.

Eric Sheffels moved to accept the recommendation of the Library Planning Committee and Library Board of Trustees to eliminate 202 Old Connecticut Path from consideration for a future library site.

Motion made by Eric Sheffels, seconded by Brian Chased and approved with a vote of 6-0.

Tappe will produce basic designs for remaining 2 sites. Discussion ensued whether a smaller, fallback concept should be addressed.

Design Technique prepared a handout of anticipated fees for the project which was reviewed by the Committee. They will hold community session #3 on July 26. PMBC will meet with all library project members on 8/2.

**Library Project Invoice Approval**

Design Technique, Inc., Invoice # 21601.05, dated 7/6/16 was reviewed by the Committee.

OPM services	\$2,537.99
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Motion made by Eric Sheffels to approve Design Technique invoice, seconded by Brian Chase and approved with a vote of 6-0.

**Approval of Minutes**

The Committee reviewed the minutes of 6/15/16.

Eric Sheffels moved to approve the 6/15/16 minutes, seconded by Brian Chase and approved with a vote of 7-0.

**Members' Concerns**

Annette Lewis' concerns need to be addressed. This issue will be on the agenda for the next meeting in two weeks. Members can individually send their comments related to WRAP to Ben.

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

None

**Adjourn**

James Riley moved to adjourn, seconded by Brian Chase approved with a vote of 6-0-0.

Meeting adjourned at 9:05 p.m.