

## MEETING MINUTES

Permanent Municipal Building Committee (PMBC)  
Tuesday, January 31, 2017, 7:00 p.m. *Approved 2/28/17*  
Town Building – Board of Selectmen Meeting Room

### Attendees:

PMBC Members: Patrick Rowe, Brian Chase, Eric Sheffels, James Riley, Michael Gitten  
Stone's Bridge Project: Tonya Largy  
Loker Project: Michael Hoyle  
Ex Officio: Ben Keefe

Meeting called to order at 7:01 p.m. by James Riley, Chair

### Public Comment

None

### Stone's Bridge Update – Invoice Approval

Ben updated Committee on the project. We have paid one invoice and are on track to bid out the project in one or two months.

Members reviewed the following Structure's North invoices.

Structure's North Invoice, 2017-12629, dated 1/5/2017	\$2,605.00
Contract documents, analysis & design, drawings and review	

Structure's North Invoice, 2017-12655, dated 1/13/17	\$1,134.00
Landscaping, Kyle Zick Landscape Architects	

Motion made by James Riley, seconded by Mike Gitten to approve Structure's North invoice 2017-12629 and 2017-12655 and approved with a vote of 6-0-0.

### Loker School's Project Update – Invoice Approval

Ben Keefe reported that 100% of windows and doors will be replaced. The wooden frames tested positive for lead. There is asbestos caulking at one location in the library. One of the four staff bathrooms needs to be enlarged for accessibility. The town will upgrade the water bubbler. The MSBA has approved the town to work on the schematic design phase. We can look at the schematic review after the MSBA accepts the grant estimates. If the grant is approved in July, the bid will go out in November with an award expected before Christmas. Town meeting approved \$1.9 million for the project.

Strategic Building Solutions, PO 2017131, dated 12/31/16	\$1,649.00
Kick off meeting, coordination with Design Team, Project Schedule, Contract Coordination with MSBA, Prepare and submit Project Status Report to MSBA	

Motion made by Brian Chase, seconded by Eric Sheffels to approve Strategic Building Solutions, PO 2017131, and approved with a vote of 6-0-0.

**Approval of Minutes**

Members reviewed the minutes of 11/30/16 and 12/14/16.

Motion made by Brian Chase to approve meeting minutes of November 30, 2016 and December 14, 2016. Seconded by Patrick Riley and approved with a vote of 6-0-0.

**Members' Concerns**

None

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

None

**Adjourn**

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

Meeting adjourned at 7:15 p.m.