

MEETING MINUTES

Permanent Municipal Building Committee (PMBC)
Tuesday, November 16, 2017, 7:00 p.m.
Town Building – School Committee Small Conference Room

Attendees:

PMBC Members:	Eric Sheffels, James Riley, Patrick Rowe, Mike Gitten (left early)
Library Project:	Aida Gennis, Thom White
Loker Project:	Michael Hoyle
Ex Officio:	Ben Keefe
Guests:	Chris Blessen, Tappe Architects Sandy Raymond, Library Director

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

Public Comment

None

Library Project Update and Invoice Approval

Chris Blessen presented 5 iterations of the building in response to the latest input from the LPC, public forums, PMBC, and the State reviewer. The entrance was moved from the middle of the building facing the parking lot to the North side of the building. The entrance would thus have more public visibility and would be more accessible for walkers. This alteration would necessitate rearranging the interior. The North side would serve as the public zone, and the quiet area would be located in the south zone. The children's and teen's areas would be located on the second floor. Thom White explained that having the children's and teen areas on the second floor, is a recent design concept that has proved positive with libraries that have incorporated this design element. A major advantage is that it provides an extra layer of security. Chris discussed different roof ideas and how to include more natural light and prepare roof for solar voltaic panels. Eric would like to see the impact of shadows from April and November.

If Town Meeting approves accepting the grant, Chris states Tappe would need a 9-10 month period for the final design work.

Members reviewed the following invoices:

Tappe Invoice No. 171004, dated November 1, 2017 for Professional Services from October 1 – 31, 2017.

Motion made by Eric Sheffels, seconded by James Riley to approve Tappe Architects, Inc., Invoice 171004 for \$3,300 and approved with a vote of 5-0-0.

Discussion ensued concerning the need to hire an estimator to include the extra work needed for the redesign. The estimator would need two weeks, and would cost around \$20,000. It is important for the public to have a building cost included in the Town Warrant.

If money is appropriated at ATM, Chris described a strategy of getting the contract signed quickly so that it would be possible to receive three state grant payments within the first year.

Loker Window and Door Project – Updates, review bid results, disposition of Alternate and Approve Invoices

Ben reviewed the bids. There were 4 bids, 2 low and 2 high. The low Base Bid was \$1,394,000 from G.V.W. Inc. of East Boston, MA with a bid for Alternate 1 of \$98,000. Ben explained that all references checked suggested that G.V.W. is fully capable of completing the work as specified, and that all references reported high quality workmanship with excellent administrative support. Members discussed the bids and whether or not to accept the alternate. The process would run the same as the Claypit Hill project.

Motion made by Eric Sheffels, seconded by James Riley, to recommend that the School Committee award the contract to G.V.W. for \$1,394,000 and \$98,000 for the Alternate 1. Motion approved with a vote of 4-0-0.

Members reviewed the following invoices:

Colliers International, Invoice #19080, dated 8/31/17, for the period of 8/01/17 – 8/31/17.

Motion made by Eric Sheffels, seconded by James Riley, to approve Colliers International, Invoice #19080, for \$3,445 and approved with a vote of 4-0-0.

Colliers International, Invoice #19217, dated 9/30/17, for the period of 9/01/17 - 9/30/17.

Motion made by Eric Sheffels, seconded by James Riley, to approve Colliers International, Invoice #19217, for \$4,549 and approved with a vote of 4-0-0.

CBI Consulting, Inc., Invoice #27026, dated 8/21/17 for services rendered through 7/31/17.

Motion made by Eric Sheffels, seconded by James Riley, to approve CBI Consulting, Inc., Invoice #27026 for \$25,360, and approved with a vote of 4-0-0.

CBI Consulting, Inc., Invoice #27171, dated 9/20/17 for services rendered through 8/31/17.

Motion made by Eric Sheffels, seconded by James Riley, to approve CBI Consulting, Inc., Invoice #27171 for \$12,500, and approved with a vote of 4-0-0.

CBI Consulting, Inc., Invoice #27344, dated 10/31/17 for services rendered through 9/30/17.

Motion made by Eric Sheffels, seconded by James Riley, to approve CBI Consulting, Inc. Invoice #27344 for \$10,000, and approved with a vote of 4-0-0.

Approval of Minutes

Members reviewed the minutes from 10/23/17.

Motion made by Eric Sheffels to approve the minutes of 10/23/17 as amended, seconded by James Riley, and approved with a vote of 4-0-0.

Members' Concerns

Ben reported that the School Committee is going to request the Board of Selectmen appoint PMBC to oversee the High School Master Athletic Plan.

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

None

Adjourn

Motion to adjourn made by James Riley, seconded by Eric Sheffels, and approved with a vote of 4-0-0

Meeting adjourned at 8:57 p.m.