

MEETING MINUTES

Permanent Municipal Building Committee (PMBC)
Tuesday, April 4, 2017, 7:00 p.m. *Approved 4/26/17*
Town Building – Board of Selectmen Meeting Room

Attendees:

PMBC Members: Brian Chase, James Riley, Michael Gitten
Stone's Bridge Project: Tonya Largy, Elisa Scola
Claypit Hill/Loker Project: Jeanne Downs
Ex Officio: Ben Keefe

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

Public Comment

None

Loker School's Project Update and Invoice Approval

Ben reported that the schematic design review for Loker's accelerated repair program was submitted on time. The MSBA has requested that the estimate for the portion of the work in the 1999 addition be broken out. It's possible that the MSBA may strictly adhere to granting funds only to renovation projects that are over 20 years.

Members reviewed the following invoices:

Strategic Building Solutions, LLC, Invoice #17667, dated 2/28/2017 \$2,099
for services, 2/01-2/28, 2017

CBI Consulting, Invoice #26188, dated 2/24/2017 \$8,200
for services rendered through 1/31/2017

Motion made by Brian Chase, seconded by James Riley to approve Strategic Building Solutions invoice 17667, for \$2,099 and approved with a vote of 4-0-0.

Motion made by Brian Chase, seconded by James Riley to approve CBI Consulting, Invoice #26188, for \$8,200 and approved with a vote of 4-0-0.

Claypit Hill School Project Update and Invoice Approval

Ben stated that the Claypit Hill project is 100% completed and is in the MSBA audit phase. The final grant payment will come after the MSBA Board meets on June 28 and votes to close out the project. Ben will then write a letter report to the School Committee with details of the final project funding.

The Pinck invoice covers work from the first of November through the end of February. This is because Tommy Chan left Pinck last winter and invoicing from Pinck has been delayed. Ben explained that the final \$500 remaining on Pinck's contract will be invoiced after the final grant allocation is received.

Members reviewed Pinck & Co., Inc., Requisition #23 for \$6,588.25.

Pinck & Co., Requisition #23, \$6,588.25 for services rendered, 11/01/16-2/28/17.

Motion made by Brian Chase, seconded by Mike Gitten, to approve Pinck & Co., Requisition #23 for \$6,588.25 and approved with a vote of 4-0-0.

Stone's Bridge Update – Invoice Approval

Ben reported that all corrections relating to advertising were made and we should be 3 weeks away from opening bids. Members recommended that due to the fluctuating river conditions, the RFP start date be flexible but include a firm end date.

Members reviewed Structures North Consulting Engineers, Inc. Invoice 2017-12776 for \$340.00

Structures North Consulting Engineers Invoice, 2017-12776 for Design Development and Drawings, \$340.

Motion made by Brian Chase, seconded by James Riley, to approve Structures North, Invoice, 2017-12776, Invoice 2017-12776 and approved with a vote of 6-0-0.

Approval of Minutes

Members reviewed the minutes of February 28, 2017.

Motion made by Michael Gitten, seconded by Brian Chase to approve the minutes as amended 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 4-0-0.

Meeting adjourned at 7:30 p.m.