

MUNICIPAL BUILDING COMMITTEE MEETING MINUTES

February 28, 2007

Members present: Christopher Rucho, Bruce Peterson, Kevin McCormick, Michael Maljanian, John Hadley, Jay Dugan,

Guests: Leon Gaumond

The meeting convened at 7:05 p.m.

Motion Mr. Peterson to approve the meeting minutes of the February 1, 2007 meeting seconded by Mr. Hadley, all in favor. There were questions about other minutes not yet approved. Mr. Gaumond will look into this and reply at next meeting. The meeting is for October 11, 2006 and December 13, 2006.

All members were notified of their reappointment to the committee. There will no longer be any alternates.

Mr. Gaumond reported that he, Mr. Fallavollita and Mr. Peterson had their initial meeting with LPA. LPA prepared a task schedule for the four phases of the basic design project. There are detailed timelines and costs for each phase of the project. While they estimate the total cost to do the project is significantly more than the requested bid amount of \$55,000. They are willing to do this project for the bid amount of \$55,000 with \$5000 to be retained for extra reports which may be necessary. He raised concerns about the timeline completion date being after the RFP required dates. Mr. Peterson mentioned that the timeline is probably not a problem as LPA is likely not to want to hang on here longer than they need to be. The goal is to try to get a Special Town Meeting for the Summer of 2007. Town Counsel, Mr. Peterson and Mr. Gaumond have reviewed the draft contract and were generally happy. Counsel has some comments that Mr. Gaumond will incorporate into the final draft for LPA. Town Counsel assured the Board that the timeline would not be a problem provided that the decision to go with LPA was not based upon the ability to finalize the study within 90 days. The Board assured Mr. Gaumond that was not the case.

There was general discussion about the timing of a Special Town Meeting. Mr. Gaumond is hoping to have a modified contract for their next meeting, depending upon LPA. Mr. Gaumond will be incorporating benchmarked payments into the contract. The MBC asked Mr. Gaumond to provide a recommendation to the Board of Selectmen regarding the deadline to completion of the study; said deadline to be July 1, 2007. Mr. Peterson referred to the clause that we should be able to provide authorization to use subcontractors listed in the RFP and any others should be approved by MBC. Motion for these two changes and to question the method of payment by Mr. Peterson, seconded by Mr. McCormick. All in favor.

Motion to cover all legal expenses (\$1069.50) associated with the preparation of the RFP for design services by Mr. McCormick seconded by Mr. Hadley. All in favor.

Mr. Gaumond informed the MBC that Mr. Fallavollita had requested a property line survey and boundary marking for the three parcels for municipal building construction. Mr. Gaumond presented a quote from VHB for \$6800 for Mixter property. \$4500 for public safety/DPW site, and \$12,300 for the Tivnan Drive site totaling \$23,600. There was a consensus that this was a great deal of money. Mr. Peterson suggested we delay this decision at this time until we know that we need

this information. Mr. Gaumond reported that the Selectmen may be getting the proposed developer of the Tivnan Drive property to do this at no charge to the Town. Mr. McCormick made a motion to table this issue until a future date, seconded by Mr. Hadley. All in favor.

Mr. Gaumond reported that he has completed the procurement training on Design and Construction from the Inspector General's office.

Mr. Peterson reported that Mr. Pagano is willing to talk to the MBC about the owner project manager issue. That will be arranged for an upcoming meeting.

The next meeting will be scheduled at March 14, 2007 at 7:00 p.m.

Motion to adjourn meeting by Mr. McCormick, seconded by Mr. Hadley. All in favor.

Minutes prepared by Leon Gaumond Jr., Town Administrator

Approved: _____