

PERMANENT BUILDING COMMITTEE
Minutes – October 18, 2010

Present: Chair Michael Melnick, Co-Chair Elaine Jones, Craig Blake, Bill Braun, Thomas Joyner and Thomas Scarlata. Also present: James Kelly, Building Inspector

The meeting was called to order at the Flynn Building at 7:30 p.m.

Minutes The minutes of October 12, 2010 were approved.

Fairbank Solar Mr. Melnick will contact BLW concerning the most recent invoice and the information required as to the final design loads in order for the Structural Engineer to issue his opinion. Mr. Montouri, the Structural Engineer, has indicated verbally that his report will state that the roof structure will adequately support the solar equipment.

Two bids were received for the solar thermal project on October 15: Shift Energy, LLC, located in Rochester, N.H., \$129,000; Little Foot Energy Corp., located in Waltham, MA, \$78,877.

It was noted that awards to the low bidders on each of the solar projects (\$37,900 and \$78,877) together with the base design fee of \$9,950 would be within the grant award of \$141,864. The remaining grant funds would provide a contingency for the projects.

Therefore, it was voted to recommend to the Town Manager that contracts be awarded to the following: Solar PV Project contract to Ostrow Electrical, located in Worcester, MA, in the amount of \$37,900; and Solar Thermal Project contract to Little Foot Energy Corp, located in Waltham, MA, \$78,877. Both companies are qualified, responsible, and responsive.

Meetings will be set up with both companies upon execution of the contracts and receipt of the bonds in order to discuss the schedule and process matters.

Fairbank Roof It was noted that with weather concerns and Little Foot's schedule, the thermal project can not take place until the spring. Therefore, an opportunity is presented to complete the Fairbank shingle roof work, including the section chosen for location of the solar panels, before the solar panels are in place. Although the roof in that area is newer, it was agreed that replacing the whole shingle roof will unify the roof details and allow the addition of insulation which will be of greater benefit than waiting until the roof section has aged. Mr. Kelly suggested that by combining capital project balances, the funding is available.

Mr. Scarlata suggested that it might be beneficial to have the roofer coordinate with the solar installers relative to the fastening for the panels, allowing the roofer to properly flash the fastener installation. To accomplish this, the fastener detail would have to be integrated in the roofing specifications.

Discussion ensued as to various methods of insulation available for the project such as foam with appropriate venting; insulating from the interior; use of acoustic spray.

It was agreed that Mr. Kelly would seek a proposal from Russo Barr Associates to perform design, prepare technical specifications for bidding, and provide construction administration services for the entire shingle roof portion of the Fairbank Center including section 5D noted in the roof study report.

Town Hall Vaults Mr. Joyner will request a quote from BLW Engineers to develop the technical specifications for the fire suppression system to be included in the bid. The project is estimated at \$60,000 for the HVAC work and \$20,000 for the fire suppression system. The mechanical contractor would be the General Contractor. If bid in December with award in January, and with eight weeks lead time, construction could take place in March. The Town Clerk's schedule would have to be taken into account.

DPW Washbay Ms. Jones was delegated to execute the contract for the replacement reclaim system equipment upon her favorable review of the quotations expected within the next two weeks.

Solar Projects/Fire Safety Mr. Melnick reported that he had met with Fire Chief MacLean to discuss the disconnect process for the solar panels.

Town Hall Study The FY12 Capital Improvement request for \$50,000 for a Town Hall design and architectural study to renovate/restore the Sudbury Town Hall into usable town offices was reviewed by the PBC. Future construction costs would be potentially supported by grant funding for historical buildings and through the Community Preservation Act. This study would most likely include programming, schematic design, in consultation with HVAC engineers, and cost estimation. The Committee voted to recommend that the project should proceed noting the ability to take advantage of the bidding climate.

Meeting Schedule The next meeting will be scheduled as necessary by the Co-Chairs.

There being no further business, the meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Elaine L. Jones