

PERMANENT BUILDING COMMITTEE
Minutes – July 18, 2012

Present: Co-Chairs Michael Melnick and Elaine Jones, Craig Blake, Thomas Joyner, Also present: Building Inspector James Kelly and Associate Member John Porter.

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

Minutes The minutes of April 25, 2012 were approved as revised and the minutes of May 7, 2012 were approved. The posted meeting of May 8, 2012 was canceled.

Natorium and Roof Project It was noted that a number of bids were received July 12 for the installation of a high efficiency condensing unit (ERV) with an alternate to combine and increase the boiler size to accommodate both the ERV and pool heating. Funds available for this project include \$300,000 approved under Article 18 of the 2012 Annual Town Meeting and the recently announced DOER grant award of \$250,000 (the highest category of award) which provides that work be completed by March 31, 2013.

It was on motion unanimously voted to award the contract to Hall Sheet Metal Works, Inc. of Middletown, MA, in the amount of \$306,500 inclusive of Alternate 1 (Base Bid \$264,500; Alt. 1 \$42,000) and to delay the contract execution until the grant contract documents have been provided by the State and executed by both the Town and State.

Tom Joyner agreed to be the PBC liaison/Project Manager for the PBC, working in tandem with Jim Kelly and Michael Melnick. The scheduling issue will be a challenge given the requirement to provide heat in the building and adequate ventilation for the pool while minimizing pool closure time. An approach will be discussed with the contractor including the possibility of installing the boilers for the pool water and ERV prior to October 15 with the rest of the work in March.

The committee reviewed and voted acceptance of the \$7,000 proposal from Russo Barr Associates for design through construction administration services for roof area #2 for which funds were voted under Art. 18. The design will incorporate two vertical areas and provide for a permanent ladder rather than a hatch access.

Mr. Kelly noted that the unit in place is heavier than the PoolPac unit to be used by Hall and that the roof is framed appropriately to accept the new unit. Structural Engineer Dan Monteiro will be requested to review the shop drawings, view the roof location and provide a written opinion.

MSBA Project – Nixon Roof Mr. Melnick informed the group that the MSBA had approved the Nixon School project for the schematic design phase at its meeting of June 6. Documents requested, including a maintenance plan, proof of available funding, and a proposed schedule, were forwarded to the MSBA by its July 11 deadline for submission. At the request of Mr. Melnick, the Sudbury Public Schools (SPS) School Committee voted its approval for use of funds under the jurisdiction of the PBC to satisfy schematic design costs.

The PBC formalized the designation of Mr. Melnick as the Project Manager for the Nixon roof project; including authorization to make decisions affecting the project and executing contracts or other documents relative thereto without the necessity of a PBC meeting. Mr. Melnick advised that he will keep members informed of the status as the process continues.

MSBA assignment of an Owner's Project Manager and Designer is pending and, upon assignment, Mr. Melnick will meet with both and negotiate fees.

Hosmer House Chimney Restoration Mr. Kelly informed the group that Ace Restoration, Inc. has been awarded the Hosmer House Chimney repair contract. While the quotation of \$17,900 was quite a bit lower than other contractors, Ace comes with excellent references in addition to a DCAM certification. Upon review of the drawings, Mr. Kelly and the Committee agreed that the non-functioning chimney at the rear should be removed and capped.

Future Projects As a result of the Board of Selectmen decision announced at the Annual Town Meeting (ATM) to postpone capital projects until a committee to be appointed has prioritized projects and developed a funding plan, no votes were taken on the roofing projects at ATM. The announced intention is to hold a Special Town Meeting (STM) in the fall of 2012 to address these capital projects. It was noted that with a favorable decision by the MSBA at its November meeting, a STM and election would need to follow within 90 days. The Committee members concluded that the most favorable time for the STM and election would be early January (similar to the Noyes MSBA project schedule).

Hosmer House Fire Suppression Project Mr. Kelly will contact Hal Cutler about providing specifications for the project approved by the ATM and funded with Community Preservation funds.

Town Hall Design Ms. Jones will provide some sample RFPs for designer services to Mr. Kelly and work with him on development for design services for adaptive reuse of an historic building to include various Town offices. It was suggested that the RFP include both Phase I and Phase II services, the latter to include final design through construction.

Mr. Kelly indicated that he is committed to convening a public meeting to discuss the project and the Committee suggested that this can be accomplished when the architect has determined the scope and can provide various schemes for implementing the project.

Meeting Schedule The next meeting will be called by the Chairs as necessary. Discussion will include proposed roof articles and other matters.

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

Respectfully submitted,

Elaine L. Jones