

PERMANENT BUILDING COMMITTEE  
Minutes – October 3, 2012

Present: Co-Chairs Michael Melnick and Elaine Jones, Craig Blake, William Braun, Gifford Perry, Thomas Scarlata. Also present: Facilities Director James Kelly and Associate Member John Porter.

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

MSBA Project – Nixon Roof Mr. Melnick informed the group that the MSBA assigned PMA Consultants, LLC (PMA), of Braintree as the Owner's Project Manager and ICON Architecture, Inc. of Boston as the Project Designer. The contracts prescribed by the MSBA were signed by Mr. Melnick on August 24 and while they are effective through the Schematic Design Phase only, services were negotiated through project completion.

As a result of the calling of a Special Town Meeting for September 24, an article in the wording prescribed by the MSBA was submitted for inclusion in the Warrant with the dollar figure to be determined. At the conception of the project, the cost was based upon that set forth in the Russo Barr roof study, \$750,000.

At the request of Mr. Melnick, a meeting was convened with Architect David Wright and Owner's Project Manager Chris Carroll of PMA Consultants, LLC, on Wednesday, September 19, at the SPS Superintendent's Office to discuss the project in anticipation of finalizing the cost and preparing for schematic design submittal due to the MSBA on October 3 and a meeting that night with the Finance Committee. The meeting was attended by PBC members Melnick, Braun, and Jones together with Facilities Director Jim Kelly, School Maintenance Director Joe Kupczewski, SPS Superintendent Anne Wilson, and School Committee member Lisa Gutch. Mr. Wright produced a cost estimate which he had just received which had been commissioned by ICON and estimated by a firm with whom they had no prior experience. There was no hazardous materials final report available from ICON's consultant. The estimate received indicated a project cost of over \$1M which was later revised downward by Mr. Carroll and Mr. Wright, but which was still considered not to accurately reflect the project. Consequently, after the meeting, Mr. Carroll was commissioned by Mr. Melnick to contract for preparation of a new cost estimate. In the interim, Mr. Melnick attended the Finance Committee meeting Wednesday evening explained the issue, stating that a new cost estimate would be available on Friday for FinCom's consideration. Friday morning a group convened in the Superintendent's Office for a conference call with the MSBA to inform them of the situation. The PMA cost estimate received that day indicated a project cost of \$808,000; however, a further revision of the cost estimate from ICON was subsequently received indicating a reduction to \$788,000. Mr. Melnick reported the latter amount to the Finance Committee with an addition of \$20,000 for debt issuance expense and received its approval.

The project was approved at the Special Town Meeting and a ballot question to exempt the debt from the limits of Proposition 2 ½ will go before the voters at a Special Town Election to be held on December 4, 2012.

Another project meeting was held on September 27, to go over the plans and the detailed project scope prior to the October 3 schematic design submittal to the MSBA. At this meeting attended by the same group except for Mr. Kupczewski, PVC roofing material was substituted for the TPO single membrane as the Committee members believed that the same material should be consistent throughout the re-roofing projects and that the PVC product has been in use for a longer period. The protection board specified was also eliminated and it was called to the Architect's attention that 10 roof drains were shown on the plan and nine replacements were specified in the documents. Changes were made in the project budget detail to accommodate these changes.

As of the time of the PBC meeting, no copies of the ICON and PMA schematic design submittals to the MSBA had been received by the PBC.

Natorium and Roof #2 Project Mr. Kelly reported that most of the submittals have been received and approved, but the process has been slow. A change in the pool piping to connect to the heat exchanger will be performed by the pool maintenance company as the General Contractor's proposed change order sum was too high. The group discussed the pros and cons of installing the boilers in November or March, particularly the loss of estimated savings over the winter, but agreed that a March schedule would work best given the pool use. A contract has been signed with Russo Barr for Roof #2 removal and replacement including the vertical area of the pool building, but leaving the gutter in place. The contract documents have been received for review and will be advertised this month with a March work construction schedule.

Mr. Kelly reported that to date no grant funds have been received.

Fairbank Community Center Mr. Kelly informed the group that he had met with the Council on Aging and received confirmation that they were looking for more space. The group discussed the Fairbank school wing and its serviceability in meeting the needs of a community center which would include expanded Park & Rec and Sr. Center functions. It was noted that while the façade could be easily greatly improved with new window walls, the structure itself is sound and is accessible from the Sr. Center interior. The existing structure would not support a second story. It was noted that the key to utilizing the existing building to its fullest for community center purposes taking into account expansion of the Sr. Center is in relocation of the School Administration either to its own separately constructed space or to the Flynn Building. The latter is dependent upon the Town offices moving to a newly renovated Town Hall.

Mr. Scarlata presented a draft RFP for a Master Plan for the Atkinson Pool and Fairbank Community Center which he had prepared at the request of the former Park & Recreation Director in 2008 who left his employment with the Town shortly thereafter. The Master Plan envisioned would require a community analysis of recreational need, a market analysis of potential uses, desired recreational and aquatic programs, and administrative and operational analysis of the proposed master plan. Mr. Scarlata estimated the cost of preparing the Master Plan including the market analysis at \$75,000.

Town Hall Design Study The Town Hall portion of the 2002 Sudbury Space Needs Study was reviewed in the context of preparing task items for the RFP draft in process. Items to be added are: updating the 2002 Study; mechanical, electrical and plumbing investigations; and reference to the Russo Barr roof report and the 2002 amended AUL (Activity and Use Limitation) related to soil contamination from an underground oil tank in 1997 at the Town Hall property.

Mr. Blake explained that the amended AUL would require that a Health and Safety Plan and Soil Management Plan would be required for any soil disturbance involved in building an addition to the Town Hall and the cost (approximately \$5,000 excluding soil disposal costs estimated at \$40/ton) should be factored in.

The group agreed that the program for use of the building should be furnished by the Town noting which departments would relocate from the Flynn Building (as suggested in the #4 scenario of the Space Needs Study) with the space needs required for these departments to be investigated as part of the design study proposed.

Facilities Director Capital Improvement Plan (CIP) Mr. Kelly presented his CIP submitted to the Town for consideration and inclusion within the capital budget for the 2013 Annual Town Meeting. As time was limited, the group had time only to discuss the Noyes septic system. Mr. Blake advised that as the system is pumped regularly, the findings during the pumping as to water flowing back from the leach field into the tank should be a sufficient indication of system performance without a Title V inspection. It was suggested that a pro-active designation and design of an alternate location should be the focus of the funding request.

Meeting Schedule The next meeting is scheduled for Tuesday, October 9, 7:30 p.m., at the DPW Conference Room. The agenda will include continued discussion with Mr. Kelly on his CIP submission, other proposed and approved capital projects and other matters which may arise.

There being no further business for discussion, the meeting was adjourned at 8:55 p.m.

Respectfully submitted,

Elaine L. Jones