

PERMANENT BUILDING COMMITTEE
Minutes – October 6, 2014

Present: Co-Chairs Michael Melnick and Elaine Jones, Craig Blake and William Braun. Also present: Facilities Director James Kelly; Police Chief Scott Nix; Selectman Leonard Simon.

The meeting was convened in the Flynn Building Thompson Conference Room at 7:30 p.m.

It was noted for the record that the meeting posted for September 4, 2014 was canceled.

Project Administration Mr. Blake was officially designated PBC liaison/project manager for the Nixon MSBA project for roof, windows, doors and caulking replacement with Mr. Braun as the secondary liaison/project manager. Mr. Blake was authorized to expend up to \$5,000 from existing funds, without further full PBC approval, as the need arises to facilitate the project given the MSBA time constraints imposed.

Mr. Melnick, the previously designated PBC liaison/project manager for the Police Headquarters construction project, was given the same authorization for fund expenditure. Mr. Braun was designated as the secondary liaison/project manager.

Police Headquarters Construction The minutes of the October 2 pre-construction meeting with Hutter Construction are available. It was noted that Hutter exhibited a good understanding of the project and methods. The SWPPP will be reviewed and approved by the Conservation Coordinator in the next week and it is expected that site work will commence on October 15.

Mr. Kelly will serve as the project point person for the Sudbury Housing Authority (SHA). The SHA has been assured that the new easement will be comparable to the existing easement. Temporary lighting will be provided on the roadway to be constructed. The SHA has requested that the existing lighting on its property remain in use. Chief Nix will confer with the DPW Director to facilitate the easement plan completion.

Other items noted:

- Places Associates has been requested to release the CADD drawings of the layout.
- A payment to NStar of \$10,064 for a transformer to service the Police Headquarters was approved, noting that the pole has not yet been moved by NStar although \$10,000 has been paid.
- Hutter is expected to have the new hydrant installed by winter.
- Mr. Kelly will check on the contractual responsibility for payment for the gas connection.
- Mr. Joyce will be preparing the budget and cash flow projects with assistance from Mr. Melnick in breaking down the categories.
- Relative to FF&E, the lockers and gun lockers, it was noted that hi-density storage is not in the general contractor's budget except for the support track which remains to be specified.

The Carell Group contract has been finalized and the Co-Chairs will be reviewing the OPM Construction Administration contract with Mr. Joyce during the next week. The CES Phase II commissioning contract will also be finalized based upon the initial price proposal.

Nixon MSBA Project A meeting will be held with the Architect and OPM to review the existing conditions and schematic design in order to come to a consensus on design which must be submitted to the MSBA by October 15 together with a project budget. The Architect's first estimate appears to require revision. It is intended to re-weld the previously repaired column in the course of the project and re-weld others when exposed, if necessary. The structural issues raised by the Architect's engineer have

not been resolved and the written reports which will be presented to the MSBA are believed by Mr. Melnick, a structural engineer, to be inaccurate. Confirmation and findings will be sought.

Fairbank Roof – Mr. Kelly reported that Capeway Roofing has been awarded the repair contract and will meet with Russo Barr, project engineer, on October 7. The work is expected to commence shortly thereafter.

Fairbank Master Plan It is intended that BH+A Architect, Thomas Scarlata, will meet with Mr. Ryan and a small working group of the task force to review the comments resulting from the previous presentation and to report on the status of the marketing plan. Mr. Kelly reported that he has reviewed the previous reports with the Sr. Center Director and Park & Recreation/Pool Director.

Town Projects Mr. Melnick suggested that all of the proposed Town building projects are basically intertwined because of occupancy dependence and expense. He suggested that they should be thought of as a whole and perhaps coordinated with the assistance of BH+A principals. These projects include the Town Hall, the Fairbank complex, the Loring Parsonage, and improvements required for Flynn Building use.

Roof Study It was noted that the Russo Barr roof schedule should be updated and those projects requiring work should be rescheduled accordingly.

Meeting Schedule The next meeting will be called by the Chairs as necessary. It was noted that a Groundbreaking event for the Police Headquarters construction is scheduled for October 31, at 10 a.m.

There being no further business, the meeting was adjourned at 9:15 p.m.

Respectfully submitted,

Elaine L. Jones