

PERMANENT BUILDING COMMITTEE
Minutes - August 14, 2008

Present: Chair Michael Melnick, Co-Chair Elaine Jones, Craig Blake, Bruce Ey, Thomas Joyner, and Thomas Scarlata.

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

Minutes. The minutes of March 6 and May 12, 2008 were approved as revised. The minutes of September 19, 2006 were tabled.

School Projects/State Funding Mr. Melnick informed the Committee members that the Massachusetts School Building Authority (MSBA) audits of the Haynes, Loring, and Curtis Middle School have been completed by the State and the schedules accepted by the Board of Selectmen. The Board expressed its appreciation to the Permanent Building Committee and in particular to Ms. Jones relative to her role in the financial and reporting aspects of the project for the PBC. (See Board of Selectmen minutes of July 8, 2008 attached.)

DPW Project Mr. Melnick presented a document containing reports on the recent investigatory work at the DPW by consultant Kenneth Elovitz, P.E., Energy Economics, Inc., with commentary by Tom Joyner regarding the findings and recommendations relative to the DPW HVAC systems.

In summary, while the fume infiltration and humidity problems which have occurred in the past in the office building have been solved, the persistent problem concerns the lack of heat in the winter. Remedial efforts have been undertaken including: relocating several thermostats; changing thermostat settings so that the fans would shut down when the building is unoccupied; and adjusting the room louvers.

Mr. Melnick has requested a price from Burnell Controls to modify the controls by relocating the sensors on each of the six Reznor units, allowing them to modulate as they should. Currently, the units short cycle. Mr. Melnick reported that there is no efficient way to use an economizer to get free cooling because of the small size of the duct work. The ducts, however, do meet Code. Balancing issues may persist in the zones which may be correctable with the use of a certain type of diffuser.

It was suggested that Mr. Melnick contact Bruce MacRitchie, the project's HVAC engineer, and review the investigative results and recommendations with him. Mr. Melnick will do so prior to the next Committee meeting.

Committee members expressed their agreement with the suggestion to have Mr. Elovitz write a performance specification for the modification of the controls and to engage him to carry through with the project.

With regard to the garage, it was noted that the Reznor units are still required in order to supply make-up air. An infra-red heating system for the garage was not recommended by Energy Economics.

Park and Recreation - Pool Gutters Bid documents were developed for the replacement of the pool gutters as requested by Park and Recreation Director Dennis Mannone. Mr. Scarlata prepared the specifications for the bid package and attended the pre-bid conference. Ms. Jones reported that although a bid was submitted at a bid price close to Mr. Scarlata's estimate, it was determined by the Director that as the gutters are not in a

failure state, he would prefer to prioritize other facility needs. Therefore, the contract was not awarded.

Mr. Scarlata has discussed with Mr. Mannone the desire of P& Rec to improve and expand what can be done in the building inclusive of the generation of funds. Sample documents used by other towns seeking designers for studying programming, facilities and marketing will be provided to Mr. Mannone for assistance in developing an RFP unique to Sudbury's situation. Mr. Scarlata will be helping Mr. Mannone prepare the RFP.

Fire Dept. Mr. Melnick reported that Architect Greg Carell has been queried relative to the possibility of developing an emergency command center off the back end of the Fire Headquarters in connection with a possible \$1M grant.

Building Inspector Jim Kelly is getting an estimate to repair the North Fire Station roof and Mr. Melnick expressed his intent to discuss with the Chief the issue of changing the roof line in the future to allow for storage, noting that it might be more economical to erect a storage shed given the factors involved.

Hosmer House Mr. Melnick has been working with the Historical Commission to implement the removal of the 1st floor columns pursuant to approval of a Town Meeting article funded under the Community Preservation Act. A structural engineer has been recently commissioned to write a specification and prepare a drawing for public bidding purposes and to perform some construction administration tasks during the project. Ms. Jones will prepare the appropriate legal documents to accompany the technical specifications. It is hoped that the work will be completed by the end of November.

Loring Parsonage Mr. Kelly with the assistance of Ms. Jones prepared bidding documents for the roofing of the Loring Parsonage utilizing cedar shakes, and for replacement of siding on portions of the building. Upon receipt of bids, the low bidder could not be qualified and the bid of the second low bidder exceeded funds available; therefore, no contract was awarded. It is imperative that this work be done in the next year and to that end, as the article funding has been closed out, Community Preservation Committee administrative funds have been solicited to hire a designer to provide a comprehensive approach to the exterior restoration desired. In anticipation of such funding, Ms. Jones will develop an RFP. A timetable is desired which would allow bidding prior to Town Meeting so that the appropriate funding would be requested from the Town to accomplish the various exterior restorations required. The designer would also be expected to meet with both the Historical Commission and the Historic Districts Commission from whom a Certificate of Appropriateness needs to be obtained for the project.

Town Hall Boiler The Committee reviewed pictures of the Town Hall boiler which Mr. Kelly has noted is in need of replacement. The condensate tank also appears to need replacement. Mr. Kelly intends to submit a request to the Capital Improvement Committee for funding at the 2009 ATM. Mr. Joyner will contact Mr. Kelly to discuss the proposed project.

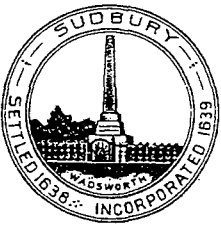
Police Station Mr. Melnick reported that the Blue Ribbon Report presented at the Selectmen's Forum will be issued as the final report and the findings will serve as the design parameter for future construction of the building. Mr. Melnick has requested that the Police Department conduct a traffic study on the access road to Musketahquid Village.

Meeting Schedule The next meeting will be called by the Chair or Co-Chair as necessary.

There being no further business, the meeting was adjourned at 9:45 p.m.

Respectfully submitted,

Elaine L. Jones



TOWN OF SUDBURY

Office of Selectmen

www.sudbury.ma.us

278 Old Sudbury Road
Sudbury, Massachusetts 01776-1843
Tel: (978) 639-3381
Fax: (978) 443-0756
E-mail: selectmen@town.sudbury.ma.us

July 22, 2008

Ms. Andrea Terkelsen
Finance Director
Sudbury, MA 01776

IN BOARD OF SUDBURY SELECTMEN

July 8, 2008

Mass. School Building Authority - Accept Schedules, Costs and Findings and Grant Acknowledgment

Chairman O'Brien briefly explained that this agenda item is a result of years of work by Finance Director Andrea Terkelsen, the Permanent Building Committee, and in particular, Elaine Jones. He summarized a letter from the Massachusetts School Building Authority dated July 2, 2008 describing the results of the Town's appeal regarding the ineligible cost findings regarding final grant amounts, which the Town will receive over the next 20 years, for elementary school construction projects from the 1990s. Chairman O'Brien noted that Sudbury construction timing was advantageous since it will reap a 64% reimbursement rate of funds spent on the elementary schools. In contrast, if these schools were constructed today, the reimbursement rate would only be in the 30-40% range.

Town Manager Valente briefly summarized the reimbursement history of these projects. She noted that the Town began to receive a stream of payments in 2000. She is proud of the work of so many through the years which will return approximately \$38 million back to Sudbury.

It was on motion unanimously

VOTED: To accept the schedules, determinations of ineligible costs and findings set forth by the Massachusetts School Building Authority (MSBA) and to acknowledge the following total grant amounts representing 64% reimbursement: \$8,215,251, Josiah Haynes Elementary School; \$20,696,693, Curtis Middle School; and \$10,267,326, Loring Elementary School; further, to authorize the Chairman of the Board of Selectmen to execute the Acceptance Form, that the Town will not seek judicial review of any of the MSBA decisions concerning funding, audit, or determination of ineligible costs.

Attest:

Maureen G. Valente
Town Manager-Clerk

cc: Elaine L. Jones
Michael E. Melnick