

PERMANENT BUILDING COMMITTEE
Minutes – December 3, 2015

Present: Co-Chairs Michael Melnick and Elaine Jones, Craig Blake, William Braun, and Joseph Sziabowski. Also present: Facilities Director James Kelly; Sudbury Historical Society representatives, Director Sally Hild and Ruth Greisel.

The meeting was called to order at 7:30 p.m. in the DPW Conference Room.

Loring Project Project Mr. Melnick reported that he and Sudbury Historical Society President Stewart Hoover met with Lynne Spencer of Spencer and Vogt Group (S&VG) to discuss fee structure given complications of a possible Phase 1A, and an undetermined project goal.

The Committee members discussed the November 24, 2015 revision to the S&VG price proposal and noted several items to which exceptions were taken: survey, building access, and hazardous materials testing and services.

Mr. Melnick informed the group that he had spoken with the DPW Director regarding having the Town Engineer prepare the survey plan and was informed that the Town Engineer could begin immediately. Pending ascertaining the Town Engineer's survey commencement, it was decided to request that S&VG commission the survey as a reimbursable expense. It was also decided to have S&VG commission the hazardous materials testing and services.

Building access was discussed in consideration of the existing tenant and the process of access itself. It was suggested that the access provision should be changed to "such access as is reasonable required with sufficient notice". It is believed that it may be possible to gain access for the structural investigation by other means; however, it was noted that S&VG's proposal includes selective removal and repairs of opened areas.

Mr. Blake noted that he believes the existing sanitary connection which is piped to the Peter Noyes property system is viable, so an exception does not need to be made to the proposed Town's responsibilities.

In accordance with a Committee vote to accept the fee proposal with the exceptions noted, Ms. Jones will finalize a letter of recommendation to the Town Manager, prepare the design contract for S&VG execution for Phase I in the amount of \$68,320, together with a letter for S&VG stating the exceptions to the fee proposal, and prepare the Agenda Request for the December 15 Board of Selectmen meeting to approve the award of contract to SV&G by the Town Manager.

Mr. Braun was appointed to be the Project Manager for the Parsonage project.

The possibility of a Phase IA design and construction project was briefly discussed; however, given the time requirements, it was noted that the construction portion of such a Phase 1A might not be commenced given that any State funding unspent must be returned to the State by June 30, 2016.

Police Headquarters Construction It was reported by Mr. Kelly that the Police Department is on target to complete its move as scheduled.

Minutes The minutes of November 4, 2015 were approved.

Meeting Schedule The next meeting will be called as necessary by the Chairs.

There being no further business, the meeting was adjourned at 9:00 p.m.

Respectfully submitted,

Elaine L. Jones