

PERMANENT BUILDING COMMITTEE
MINUTES – August 29, 2017

Present: Co-Chairs Michael Melnick and Elaine Jones, Craig Blake and John Porter. Also present: Facilities Director James Kelly and Fire Chief William Miles.

The meeting was opened at 7:30 p.m. in the DPW Conference Room.

Minutes: The minutes of March 2 and May 8 were approved by those present at the meetings subject to confirmation from those not present this evening who attended the sessions. The Working Session of May 18 was reviewed by those present and found to be satisfactory.

Fire Station No. 2 Chief Miles and Facilities Director Kelly informed the group that they had toured other stations to help them make decisions relative to a revised floor plan. An updated floor plan and a new design 3-D document was recently received from Kaestle Boos & Associates (KBA) resulting from a meeting with KBA by the Chief and Mr. Kelly to discuss the lagging project process.

The Chief reported that he had taken the initial KBA design to the Design Review Board for an informal opinion and received some suggestions relative to the DRB's interest in a design which would complement the adjacent National Development structures (Whole Foods and the design of the Rt. 20 stores to be constructed). Several designs in concert with these suggestions were recently received by the Facilities Director from another interested architect and person and shown to those present.

The new KBA floor plan and building exterior design were reviewed by the Committee. The new exterior design utilizes a brick exterior with three high glass apparatus doors and a standing seam roof. While Mr. Kelly, Chief Miles and PBC Project Manager Craig Blake understood that all KBA designs were in keeping with the budget goal per instructions, it will be verified that the current design utilizing the metal roof is compliant. In any event, the cost of roofing with metal compared with utilizing asphalt shingles over the design life of the station will be explored. Various scenarios for the siting of solar panels on the easterly side of the present design were discussed.

The group agreed with Mr. Melnick's opinion that Option 2, the VRF heating/cooling system was appropriate for the design, but to explore the additional use of fin tube radiation in the living and operations spaces. Mr. Kelly noted that grant funds are available for VRF systems.

Chief Miles informed the group of the State Dept. of Transportation (DOT) current widening of Rt. 20 and its effect on plans for the new station. It is the intent to extend the 4" water line and the 2" fire protection line from its current location to points closer to the new building footprint. Chief Miles also informed the group that a new larger gas line into the property will be required in the course of the widening at a cost of approximately \$20,000.

It was noted that Samiotes Consultants, Inc., as the civil site design subconsultant to KBA, will need to complete a site plan which is dependent upon a final design footprint. They are also responsible for any wetlands filing plans. Mr. Kelly will check with the Conservation Coordinator as to the status and requirements for such filing.

While the stormwater discharge from the new building is likely to be more flow than the existing flow, it was thought to be part of the development agreement to have National Development take all flow generated without the need for the Town to construct an on-site drainage control structures. This will be discussed with National Development as the project progresses and more information is available.

Chief Miles informed the group that he had received approval from the Parks and Recreation Department for the temporary location of the temporary apparatus shelter and the living quarters trailer at Feeley Field. The site has power, water, and septic facilities but would require removal of the batting cage. Costs are being quantified for inclusion in the final project budget. Although it is not definitive, it is believed that purchasing the apparatus shelter would be more cost effective than renting it. Operationally, the shelter would need to be insulated in some manner to lower the propane fuel cost of keeping the vehicles parked appropriately.

A working session with KBA will be set up on Tuesday, September 5, with Chief Miles, Mr. Melnick, and Mr. Blake to attend.

Town Hall Project Ms. Jones will prepare an RFQ for OPM services, the first step in connection with the project approved at the May 2017 Annual Town Meeting for restoration, including ADA compliance, of the existing Town Hall in accordance with the Town Hall Blue Ribbon Task Force goals. Utilization of the building will be primarily for the office of the Town Clerk and meeting rooms.

While many of the findings of the initial study by the architectural firm of BH+A include information relative to this use, it was determined that the initial design RFQ was not directed toward the present goal and would need to be reissued to address this goal. \$600,000 is available for this purpose (OPM and design).

Mr. Melnick will serve as Project Manager. The client will be the Task Force and Board of Selectmen.

Loring Parsonage Project As the funding goal is approaching completion, Mr. Braun, the PBC Project Manager, will contact the Spencer Vogt Group (SVG) regarding receipt of final design and completion of the cost estimate which involves insertion of the changes agreed. It was noted that payment funds have been held for this work. A price proposal for Phase II (bidding and construction administration) will also be requested so that a contract can be signed for this work.

Mr. Kelly informed the group that a meeting has been scheduled with the Historic Districts Commission on September 14, 7:30 p.m., in the Silva Conference Room in the Flynn Building. The meeting is for approval of the ell dormer and for window replacement. Mr. Kelly will attend.

Fairbank Community Center Mr. Kelly informed the Committee that the new Task Force has solicited services and retained an Indiana company (non-architectural) to provide those services in regard to the development of a plan for a new Community Center. The Schools are excluded from use of the entire building and are searching for a new location with funds to be requested at the October Special Town Meeting.

For Committee consideration and noting the considerable years of delay in addressing the roof problem, Mr. Melnick presented a design proposal for roof work to preserve the (school) wing and allow continued operation, noting that certain assumptions regarding loading need confirmation. Due to the hiring of the new consultant by the Town and completion of the study, it was agreed that consideration of the roofing proposal would not be appropriate at this time.

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

There being no further business for discussion, the meeting was adjourned at 10:15 p.m.

Respectfully submitted,

Elaine L. Jones