

PERMANENT BUILDING COMMITTEE  
MINUTES – December 13, 2017

Present: Co-Chairs Michael Melnick (remote participation) and Elaine Jones, Craig Blake, Joseph Sziabowski and John Porter. Also present: Facilities Director James Kelly and Sudbury Historical Society (SHS) representatives, President Stewart Hoover, Keith Fenston, and Steve Cabra.

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

Minutes: The minutes of September 28, 2017, as revised were approved and the approval of the meeting minutes of August 29, 2017 was confirmed by John Porter.

Loring Parsonage Repurposing and Rehabilitation Mr. Hoover provided a spread sheet for discussion reflecting costs and funding to date and indicating the new costs added since the original estimate on which the fund-raising was based. The new costs included a 5% design construction and a 10% contracting contingency. Also included was an estimate to perform the work privately as several other organizations have secured legislation to do for similar museum projects. It was pointed out that this avenue may not be available given the *cy pres* court judgments on use of the Harry Rice will proceeds and the Wood Davison fund for the project. Ms. Jones will provide the Society with those petitions and orders.

The funds raised by the SHS to date amount to \$653,000 and the project total for public construction is short by approximately \$127,000. One of the main issues is the choice and cost of the HVAC system. A high velocity system is currently proposed with heating and air conditioning from ceiling and floor ducts. The \$77,000 reduction proposed in December by the SHS removed the following: insulation (energy grants possible) which are a disputed use in historic buildings; trenching for the gas line which could be performed by Town forces with the approval of the Town Manager; landscaping (paver and trellis); and kitchen cabinets and interior painting. The principal determination to be made involves the choice of a heating system, essentially residential or commercial design. Spencer Vogt Group (SVG), the project architect has developed three systems over the course of the project and is billing for the latest revision in the amount of \$4,500. The entire scope and cost of the Change Order will be requested for the system before payment is agreed upon which will involve a review of the original scope relative to additional services provided and billed.

Further discussion included insulation choices with one choice being interior wall removal, adding foam insulation and a vapor barrier and installing sheetrock. Mr. Sziabowski indicated that, in his architectural experience, an air barrier is better than a vapor barrier.

The goals relative to the project are to settle on an HVAC system by visiting the Lexington Bucknam Tavern which employs a system proposed for the Parsonage and comparing the system's cost effect on electrical costs, and to resolve the insulation question. Also needed is the cost proposal from SVG for continuation of the project bidding and construction administration assuming the technical specifications are complete under the initial contract.

The timing of construction bidding depends upon completion of the HVAC specs and resolution regarding insulation. It was stressed that all funds must be available as bids can be held for thirty days only unless the contractor agrees to an extension. Additional efforts will be made to reduce the project costs.

In the meantime, Mr. Hoover will be arranging a meeting with Town Counsel and the Town Manager to discuss the funding issue and the possibility of performing private construction through a Special Act.

Fire Station No. 2 Results of the election defeat of the ballot question which would allow funding for the reconstruction of the station were noted. Options are to present an article for action at the May Annual Town Meeting which, if successful, would be followed by a ballot question allowing funding, or to wait another year which would have an unfavorable effect on construction costs which are already at a very high level.

Town Hall Project It was agreed to develop a Request for Qualifications (RFQ) to solicit Owner's Project Manager (OPM) services including the use of a limited scope for the schematic design phase as it has been previously explored under the two Task Forces working on the project. After selection of the OPM, an RFQ will be developed for architectural services.

Fairbank Master Plan Mr. Kelly reported that the current Task Force is considering three options the preliminary costs for each being the following: Option 1 - \$23M – \$27M; Option 2 - \$26M - \$30M; Option 3 - \$34M. There is a possibility that design funding for Option 2 will be solicited at the May Annual Town Meeting.

Membership Mr. Kelly informed the Committee of his resignation from his position as Facilities Director for the Town effective in January 2018, and his interest in continuing PBC work as an appointed member. It was on motion unanimously voted to recommend to the Board of Selectmen the appointment of James Kelly to the Committee for a term to commence January 8, 2018 and expire May 31, 2020 to fill the unexpired term of former member Gifford Perry. This will enable Jim to continue to work with the PBC on projects in which he has been involved and newer ones as they evolve. Ms. Jones will send the recommendation to the Board of Selectmen.

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

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

Respectfully submitted,

Elaine Jones