

PERMANENT BUILDING COMMITTEE
Minutes – September 12, 2018

Present: Co-Chairs Michael Melnick and Elaine Jones, John Porter, Nancy Rubenstein, and Joseph Sziabowski. Also present: Facilities Director William Barletta, Architect Joel Bargmann and Associate Hoda Apostol; Project Manager Neil Joyce; Chris Morely, James Kelly, Frank Riepe, and Sally Hild.

The meeting was called to order at 7:30 p.m. at the DPW Conference Room. Ms. Rubenstein, having been appointed to the Permanent Building Committee by the Board of Selectmen and having taken the oath of office, was welcomed by the Committee as a full voting member.

Minutes The minutes of the August 14, 2018 meeting were approved.

Town Hall Project BH+A Architect Joel Bargmann presented updated schemes noting that the Town Clerk's Office layout is common to all schemes as is the basement layout. The basement provides housing for ballot boxes and heavy items in a storage room accessible by a garage door, with the electrician's work room sharing the adjacent garage access. The caterer's kitchen is located closer to the upper floor access.

Scheme 1: The new rear/side entry becomes the new main entry with the front lobby of the building not accessible. The rear/side entry provides a new secure glassed in entrance with space available for information postings. Beyond the lockable entry is a lobby providing access to the Town's Clerk's lockable office area, two accessible bathrooms, elevator access down to the meeting room with adjacent stairway, and elevator access up to the second floor at which there is a restroom location and access to the stage. In this scheme the second floor mezzanine (balcony) is not accessible. This scheme is believed to require a Massachusetts Architectural Access Board (MAAB) variance from 521 CMR 25:00 Entrances.

Scheme 2A: This scheme includes an exterior entrance ramp along the building's north side leading to the existing landing and a lowered accessible front door and lobby. This scheme would require lowering the lobby by seven inches, removing the granite threshold and increasing the front door height by seven inches and adding a new step at each of the grand stairs. The lobby would include one accessible unisex bathroom and a lift allowing access to the first floor meeting room and the second floor with a possible penetration of the roof if the second floor balcony is made accessible.

Scheme 2B: In this scheme the new rear/side entry is similar to Scheme 1 and the front lobby is accessible as in Scheme 2A, but the first floor meeting room floor is made level with both entrances.

Site studies were shown illustrating parking availability and ramp locations.

Ongoing exploration includes structural investigation of the balcony framing, placement and needs relating to IT and cable access equipment, possible dumb-waiter location and placement of the caterer's kitchen.

A proposal had been submitted in regard to an investigation of the brick wall tie-ins at a cost of \$12,000. After discussion, it was decided that Mr. Bargmann will obtain a new price proposal for investigation at a lower level of the building at a lower cost.

The cost estimate is expected to become available during the week of September 24. Funding of the project will require submission to the CPC by October 4. Meetings related to project approval will be scheduled with the Historical Commission on September 25 and the Historic Districts Commission on October 11. A meeting with the Commission on Disability will also be arranged.

Loring Parsonage Project Mr. Melnick informed the Committee of the three construction bids which were submitted, with Classic Construction & Development Corporation the low bidder at \$1,148,000 comparing favorably with the estimate of \$1,047,508. Classic Construction was the General Contractor on the Phase I project under the State Grant. Recommendation was provided to the Town Manager for acceptance. As no bids were received on two filed sub-bid categories, roofing and elevator, these were included in the work of the General Contractor. Due to budgetary concerns it was decided to reject the alternates: Landscaping \$16,000 and Storm Windows \$32,500.

Mr. Melnick informed the group that Town Engineer Bill O'Rourke has been very helpful on various project details including storage of the flooring removed during the first construction phase and the expected removal of the bricks from the paths for storage.

The need for an Owner's Representative/Clerk was explored. At the suggestion of the Sudbury Historical Society, Mr. Melnick had discussed the project with a person with experience in Lexington and another interested professional. Mr. Melnick stated that \$25,000 of project funding has been allocated to the position and this would allow four hours/day five days per week (20 hrs. total). It was noted that the Facilities Director, Bill Barletta, would be looking into the project as well as attending the job meetings with Mr. Melnick who would also be able to visit the site once or twice a week. A brief discussion centered upon the need and the number of hours per week with discussion to continue at the next meeting.

Meeting Schedule The next meeting will be held on Tuesday, October 2, 2018, at 7:30 p.m. at the DPW Conference Room.

There being no further business, the meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Elaine L. Jones, Co-Chair