

PERMANENT BUILDING COMMITTEE

Minutes – March 9, 2023

Present: Co-Chair Elaine Jones, Co-Chair Craig Blake, Jennifer Pincus, and Mark Sevier. Also present: Combined Facilities Director Sandra Duran.

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

Fire Station No. 2 Project Present: Construction Monitoring Services Project Manager Neil Joyce and Kaestle Boos Architect Kevin Witzell.

Mr. Joyce provided a report on the construction process stating that both exterior and interior load bearing walls are being framed utilizing wood, the tight tank was received on February 24, and the exterior walls and front low roof are sheathed. Continued roofing is expected to take place in late March and wood framing will continue to the end of April with masonry veneer being installed by mid-April.

The cost to date is \$1,372,000 with 22.6% complete based on project cost and 30% complete based on schedule.

The only project issue is with one air handler requiring a change to single phase electrical service which is being expedited in order to receive the unit in June and not impact schedule.

Mr. Blake reported on the status of the easement agreement which includes discussions between the Town and a 5-member group of owners and tenants of National Development's Meadow Walk development as to National Development's misunderstanding of the executed development agreement cost terms concerning a requested Fire Station wastewater disposal fee. Mr. Blake has made it clear to National Development that the agreement provided that there would be no connection or operating cost to the Town.

Fairbank Community Center Project Present: Vertex Project Manager Christopher Everly, BH+A Architect Thomas Scarlata

Mr. Eberly presented a brief construction update and visual presentations of the current construction work including the ongoing framing including roof areas and the mechanical, electrical and plumbing (MEP) commencement, stating that there are no variations in the overall schedule even with a slight delay related to weather conditions,

In regard to technology invoices, extensive discussion took place relative to inclusion of 5-year licensing costs in the project as opposed to the Town's Technology Department's budget. Three invoices apply to the current \$69,801.11 in technology costs: Secured Network Services, Inc. (SNS) for network implementation, \$4,950; Whalley Computer Associates switch support for programming, \$40,195; and ePlus supply of new phones at 24,656.11. At the close of discussion, it was on motion by Mr. Blake unanimously voted to recommend to the Town Manager approval of \$69,801.11 for IT expenditures associated with wi-fi, phones, and switches.

In regard to Fixtures, Furnishings, and Equipment (FF&E) tracking, the order with vendor Red Thread amounted to \$504,615 which was less than previously authorized. Overall there is

\$343,553 in the remaining budget for miscellaneous items and the AV which has not been finalized.

Mr. Eberly presented updates in regard to several Change Proposals with extensive discussion mostly in regard to settlement of the potential 33-day delay claim taking into account the contract provision related to liquidated damages. Negotiations will continue relative to CP4, difference in unit cost calculations for unsuitable soils, and CP18, for dimensional inadequacies related to items building layout.

Deciding to act on CP10 related to unsuitable soil handling and disposal on a time and materials basis tracked by Colantonio which were verified and agreed to as appropriate, it was on motion by Ms. Jones, seconded by Ms. Pincus, voted unanimously to approve CP10 in the amount of \$21,637.62, plus a 33-day time extension for switchgear delivery as a separate change proposal.

Discussion continued regarding Change Proposals relative to CP31 in the amount of \$5,796.59 for locker bases in the locker rooms which the drawings did not include, CP40 in the amount of \$2,178.05 for time and materials to install a vent for septic system piping inadvertently left off the drawings, and CP39 in the amount of \$2,619.03 for additional material costs associated with headers revised from the specified dimensional lumber to LVL's, per the structural engineer. Mr. Scarlata indicated that these were coordination issues. It was on motion by Ms. Jones, seconded by Mr. Sevier unanimously voted to approve a change in the amount of \$10,593.67 relative to CP31, CP40, and CP39.

After explanation by Mr. Scarlata, Mr. Eberly, and Mr. Blake with regard to the inherent insufficiency of soil borings to fully characterize subsurface soil conditions, with an agreement on quantity of excess soil excavated at the leach field which required removal and replacement under Title V, it was on motion by Mr. Blake, seconded by Ms. Pincus, voted unanimously to approve Change Proposal 35 for additional excavation and sand in the amount of \$117,836.61.

Mr. Eberly informed the group that the Select Board authorized that the \$268,568.82 balance of ARPA funding remaining from the waterline project be transferred to the Fairbank Community Center owner's project contingency, and also authorized two change proposals signed off by the Town Manager to be included in BH+A's second contract amendment.

Ms. Duran reported that the SB approved allocation of \$275,000 of ARPA funding (which includes the \$233,000 from the Fire Station No. 2 ARPA funds and \$42,000 of SB available ARPA funds) for the Atkinson Pool lap and diving pool piping replacement. Ms. Duran, Mr. Scarlata and Parks, Recreation & Aquatics Director Dennis Mannone will be working on the project. The inclusion of this additional work may require an extension of Colantonio's time and will be discussed at a later time. Ms. Duran reported also that she is developing an RFP for pool filtration with Mr. Scarlata.

Minutes The minutes of February 16, 2023 were approved unanimously.

Meeting Schedule The next meeting will be held on Thursday, April 13, 2023.

There being no further business, the meeting was adjourned at 9:15 p.m.

Respectfully submitted,

Elaine L. Jones, Co-Chair