

PERMANENT BUILDING COMMITTEE

Minutes – August 17, 2023

Present: Co-Chair Elaine Jones, Co-Chair Craig Blake, Jennifer Pincus, Ahnu Shah, and James Kelly. Also present for a portion of the meeting: Combined Facilities Director Sandra Duran.

The meeting was called to order at 7:00 p.m.

Fire Station No. 2, Boston Post Rd. Project Present: Owner's Project Manager Neil Joyce, Kaestle Boos Architect Kevin Witzell,

Mr. Joyce was introduced by Mr. Blake and updated the Committee relative to the current status summarized as follows:

- interior work ongoing regarding the progression of the interior ceiling grid and room painting; ceramic tile installation complete in the restrooms, and millwork continuing with kitchen cabinetry completion in process
- remaining exterior soffit work carpentry in process together with sealant application to the foundation areas, noting that the brick work has been completed
- site work ongoing inclusive of drainage piping, catch basin manholes, underground stormwater and treatment system all of which upon completion will allow paving
- the primary electrical transformer has been installed but waiting for utility company to energize
- antenna base also installed
- interior low voltage lines and exterior camera mounts have been installed by the Town's security contractor (ENE)
- IT work contracted by the Town to Harbinger is continuing in consultation with the Town's IT Director
- the Contractor, Construction Dynamics Inc., informed the project team that there will be a delay in delivery of the storm switch to the site due to supply chain issues. The storm switch, which will be installed on the building exterior to allow for the direct connection to a portable generator brought to the Fire Station as a second source of emergency power if needed, has a projected delivery date of January 2024.

After the presentation, Mr. Blake expressed his and Chief Whalen's pleasure with the progress to date.

Financially, Mr. Joyce reported that with the July payments, \$3,667,515 has been expended to date from the original article funding with work 62.9% complete. \$147,343 has been expended from the project Owner's Contingency budget, representing 47.15% of the contingency budget spent to date. Two Change Orders have been issued totaling \$27,343.

Upcoming work includes mechanical, electrical, and plumbing (MEP) completion, interior and exterior finishes completion and, with removal of the construction trailers, completion of site work and infrastructure. Although the permanent emergency generator delivery has been delayed until late October 2023 and the storm switch is projected to be delayed until January 2024, neither delay will have an effect on the intended occupancy date planned for late September 2023.

PBC Membership It was noted that interest in PBC membership has been indicated by a member of the CIAC. Ms. Jones explained that the PBC was established as a seven-member committee and there are no current vacancies. She also explained that a Town Bylaw prohibits a CIAC member from serving on any other Town Committee, which has been explained to the person interested.

Special Town Meeting Ms. Jones noted that an article relative to the Fairbank Community Center project for an unspecified amount of contingency funding will be submitted by the Town Manager for the proposed Special Town Meeting expected to be held on October 23. Ms. Pincus has been requested to prepare the Warrant Report. Currently, the amount of the request has not been determined.

Fairbank Community Center Project Present: Compass Senior Project Manager Christopher Eberly and BH+A Architect Thomas Scarlata.

Mr. Eberly's presentation included the following project progress updates:

- exterior siding progressing
- interior case work is continuing
- paving expected to take place in two weeks with the pouring of the exterior pads to take place
- preparation for sidewalks around the perimeter in progress
- painting of the gym and the coil door installation is in progress
- track for the multi-purpose room partition wall installation is in progress
- commencement of polycarbonate gymnasium window installation
- door frames are being installed throughout the building
- the Sr. Center and SPS sections have been fully painted with the P&Rec section ongoing.

In regard to the switchgear which has been delivered to the site, Mr. Eberly reported that once Eversource connects the unit to the pole expected in the next eight days, permanent power will enable other installation and inspection activities in the building to take place.

Although good progress has been made to date, Colantonio has indicated expectation of notable schedule delays with Schedule Update 8 delaying the projected building occupancy date by 2 weeks. A meeting was held to discuss challenges and possible solutions. Major issues presented by Colantonio entail the Critical path and 2nd flow path (completion of gym) as being two weeks behind. Efficiencies were discussed and will be looked into further relative to the solution.

Present challenges include the installation of new flooring within the gymnasium given the inability to acclimate new flooring until the permanent power is turned on by the utility company. A slight delay may also occur with the turnover of the building for occupancy with furniture installation dependent upon the installation and testing of the building fire alarm, expected November 8.

Mr. Eberly informed the Committee that while the pool work is complete, the dive well is still leaking requiring further investigation and repair. Turnover of the pool to the Town occurred today but the intent is to work with the contractor to determine the source of the dive well leak and whether the leak is the result of work performed by the contractor or is associated with a

previously undiscovered leak in the pool piping outside the scope of the recently completed pool renovation work.

In terms of the project budget which includes approved contingency funds, Mr. Eberly noted that at this point there is \$780,000 contingency remaining to commit or spend, but there are items within the budget for which the actual cost has not been determined such as computers and security systems which may require additional contingency allocation. Also being tracked are pending expenses, estimated in the amount of \$463,737, resulting in a contingency balance of \$315,355 which is deemed to be low especially with the potential for unforeseen expenses related to demolition of the existing building which is the last phase of the project.

Mr. Blake explained that in order to prevent construction delays, the PBC Project Manager Jennifer Pincus had been given the authority by the PBC to approve change orders up to \$25,000 per change order. To date seven change orders have been approved in this manner with the total amount less than \$40,000.

Mr. Eberly informed the Committee that, under separate contract to the Town, the wi-fi devices for the Community Center are being furnished and installed, with the cost to be taken from the FF&E budget. In response to the fact that this work was not included in the general contractor's bid, Mr. Eberly expressed his view that the Town will incur no extra costs due to the work being performed under separate contract at this late date. Mr. Kelly expressed his opinion that the fact that the Town's IT Director is directly involved is a benefit for the project. Therefore, it was on motion by Mr. Blake, seconded by Ms. Pincus, unanimously voted to accept the Whalley Computer Associates, Inc. proposal for wireless access point mounting in the amount of \$6,602.50.

Mr. Eberly prefaced the discussion with Mr. Scarlata concerning the potential treatments of the installed windows at the rear of the pool by stating that the windows were mandated by the Planning Board's site plan approval decision despite the expressed view of the architect and others that the five windows would be detrimental to use of the pool. Ms. Pincus stated that, when planned, the windows were originally at a higher level relative to the ground outside but now because the area adjacent to the pool was raised to accommodate a temporary access pathway which will now be kept in place as part of the final construction, it has become an issue for privacy. Additionally, glare remains a concern for the divers. Mr. Scarlata explained that various solutions were explored including inside panels, film, exterior shutters, and tinting in relation to the pool environment. The Park and Recreation Dept. suggested their preference for a cost-effective temporary plastic panel to be utilized when required. Mr. Scarlata provided his suggestion for securing removable light weight translucent panels to the inside of the windows when needed for swimming events, noting that the Planning Board's approval of such temporary panels would not be required, the materials are inexpensive and well within Ms. Pincus's change order authorization limit, and the Department has adequate on-site storage for the panels when not in use. It was the consensus of the PBC members to move forward with the fabrication of the panels with the cost to be determined and offset by the change order credit associated with the shades no longer needed, for which the contractor is aware. Mr. Scarlata will research the availability of the specific materials required from local hardware stores and the associated cost.

DPW Roof Project Combined Facilities Director Ms. Duran informed the group that SOCOTEC has advised her that the design is almost completed and may be received as early as next week. The design is to allow installation of solar panels on the DPW roof where appropriate. In regard to the metal roof portion, corrective measures will be provided relative to the joining of the panels in order to prevent future leaking. It is also intended to utilize a spray-applied rubberized asphalt coating appropriate for a duration of twenty-five years and to add gutters.

Minutes It was on motion voted unanimously to accept the minutes of July 20 as amended by Ms. Pincus.

Meeting Schedule The next meeting will be held on Thursday, September 21, at 7 p.m.

There being no further business, the meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Elaine L. Jones, Co-Chair