

PERMANENT BUILDING COMMITTEE

Minutes – September 24, 2025

Present: Co-Chair Elaine Jones, Co-Chair Craig Blake, Jennifer Pincus, Kay Bell, Michael Cameron and James Kelly.

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

Fairbank Community Center (FCC) Project The PBC's Project Manager for the FCC Ms. Pincus reported that the Fairbank project was complete with General Contractor Colantonio submitting their final invoice after completing acoustics remediation. Ongoing items in connection with the project will be handled by Combined Facilities Director Sandra Duran. Ongoing invoices for the project are expected to be processed by Ms. Jones. Ms. Pincus noted that the drainage work was completed with overseeding and aerating done in the Spring and that all trees are alive.

The group discussed warranty issues for completed projects, with Ms. Pincus explaining that any warranty claims for the Community Center, including window issues currently under investigation, would be handled by the Combined Facilities Director within the specified warranty period. Mr. Blake shared an example of a post-warranty repair at the Fire Station where the contractor took responsibility for repairs.

The group also discussed the positive relationship they have maintained with contractors, including Colantonio who expressed interest in bidding on future projects. The conversation concluded with reflections on the FCC history and the successful opening of the new facility, noting its busy atmosphere during a flu clinic and its impressive design features including a magnificent hallway and views of the pool and gym.

Ms. Jones reported that the final payment of \$6,834.12 was paid to Colantonio and concluded the \$27,392,233.53 contract which included \$2,084,233.53 in change orders.

Ms. Bell reported on the ongoing pool repairs at the FCC conducted by the Combined Facilities Director with support from the FCC OPM for specific aspects under a change order. The roof work has been concluded and the pool's skimmers are being addressed, with the Health Department expressing satisfaction about the improvements to the mechanical room and chemical storage.

Fire Station No. 2 PBC Project Manager Craig Blake provided an update on Fire Station No. 2, explaining that the project is waiting on the final invoice with issues resolved regarding a sinking catch basin and landscaping challenges due to water shortages. National Development, which had a verbal agreement with the former Fire Chief to maintain the Station landscaping, is now facing water supply issues for their adjacent properties and are exploring solutions to increasing the volume of well water available for irrigation purposes. Mr. Blake mentioned that the project is nearly complete, with a final overseeding planned.

Committee Chairmanship The meeting focused on Ms. Jones' decision to step down from her role as Co-Chair of the Permanent Building Committee. A motion made and seconded to appoint Jennifer Pincus as Co-Chair was voted unanimously in favor. With Ms. Pincus and Mr. Blake as Co-Chairs, Ms. Jones will continue to handle financials, meeting minutes, and posting meetings, while the Co-Chairs will take on responsibilities for being the Committee representatives, developing agendas and running meetings. The Committee agreed to review future responsibilities as needed.

Minutes and Meeting Schedule The Committee voted unanimously to approve the minutes from the meeting of 5/12/25. The meeting schedule was briefly discussed, but with no future projects pending, it was decided that future PBC meeting would be on an as-needed basis and no formal schedule was adopted.

Future School Committee Projects and PBC Involvement The Committee discussed the future of their work and involvement in Sudbury School Committee MSBA projects. It was clarified that while the PBC has experience with MSBA projects, they may not be involved in the current propositions under consideration unless specifically requested. Mr. Cameron offered to look into the current process for selecting OPMs and designers for any future MSBA funded projects. The discussion touched on how the State assigns designers and OPMs with Mr. Cameron explaining that the State has a pool of designers that is short-listed for selection by the school district. The group also discussed the role of the Permanent Building Committee and the importance of Town involvement in the selection process.

Mr. Blake clarified that the Committee would only get involved if specifically requested by the School Committee and Ms. Pincus agreed to check with Combined Facilities Director Sandra Duran about the School Committee's intentions. The PBC agreed to remain on call and potentially schedule a meeting after the December Special Town Meeting if needed, with Ms. Jones emphasizing the importance of being more informed about the process.

There being no further business, the meeting was adjourned at 7:58 p.m.

Respectfully submitted,

Elaine L. Jones
Permanent Building Committee

Note: These minutes were partially derived from an AI document.