

**Permanent Building Committee Meeting**  
**Minutes of Wednesday, September 22, 2021**  
**Virtual Meeting via Zoom**

**Call to Order:** Wayne Klocko called the meeting to order at 7:02 p.m.

**Meeting Attendees:**

**PBC**

Diane Jurmain, Wayne Klocko, John Larkin, Richard Nichols, Kimberly Borst (Department Assistant)

**Additional Attendees**

Dave Rachmaciej – DPW

Craig Shultze – Select Board Representative

Robert Taylor – Taylor & Burns

DPW Project Status

The project continues to progress with a lot of loose ends being tied up. The finish cutting, filling and grading for the base covering of the parking lot are continuing. The sewer jetting clean-out took place this week but more work is needed before the final acceptance of the sewer system. The staff building toilet partition anchors have been installed. The drywall ceiling is in. The finish millwork has been delivered. Work on the panels at the vehicle building continues with the North, West and South sides complete. The East side is being worked on this week. The footing for the retaining wall is in place. The overhead doors for the vehicle building have been delivered to the site. Substantial completion is still scheduled for November 15<sup>th</sup>. The staff building is moving along nicely. It may be tight to finish up the vehicle building by November 15<sup>th</sup> but the team is pushing hard towards that date.

7:09 PM - Craig Shultze joined meeting.

There are some issues with the sewer connection. The jetting did not clean all of the dirt out of the line. Where the oil separator comes out, the rubber rolled. It needs to be dug up and fixed. One manhole has water infiltration. There is a dip in the pipe just before the manhole where the water is settling. This is in front of the building where they are currently filling and grading. They will need to dig up this work in order to get to the manhole. This needs to be made right even at the cost of the schedule. Need to confirm that “flowable fill” is what is being used as we need to be sure it is excavatable in case we need to dig it up.

The retaining wall and back of site still needs a lot of cut and fill. There is lots of trash etc. in back and it will require quite a bit of coordination to get the back area paved. Concern was raised about backfilling and then paving so quickly afterward. Dave Rachmaciej to keep an eye on the process.

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The Committee agrees that it would be desirable to have a second way out of the staff building. A price for a replacement window that would be larger and would swing open if needed as an exit has been requested. Committee all in support of the extra cost to do this.

The mounting of a torsion spring axel and motor for the vehicle building garage doors require supports that are not there. Steel needs to be added at each overhead door and the equipment should be attached to that. A PCO is being prepared by Cardosi for this work.

Welding should not be taking place near Kalwall. Request extensive fire protection if they are going to be welding.

Code limits the length of the exhaust for the dryer vent to 25 feet with only the power of the dryer fan motor. The only way to accomplish that would be through the roof which is not the best option. Looking into venting through the gable end wall however the number of bends would require a booster fan. Pricing on both options has been requested.

Planking in attic was discussed to determine if necessary. Most anything that would need to be done could be accessed by sticking head up through grid ceiling. Decided against planking, make sure we have extra ceiling tiles in case they get banged up during work.

DPW Invoices

A bills payable schedule for J.J. Cardosi for construction of the new DPW facility was presented to the Committee.

**Richard Nichols made a motion to pay J.J. Cardosi \$233,425.40. Diane Jurmain seconded the motion. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye; Wayne Klocko - aye.**

A bills payable schedule for Taylor & Burns was presented to the Committee.

**Richard Nichols made a motion to pay Taylor & Burns \$4,510.00. John Larkin seconded the motion. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye; Wayne Klocko - aye.**

A bills payable schedule for Mid City Steel was presented to the Committee.

**Richard Nichols made a motion to pay Mid City Steel \$8,350.00. Diane Jurmain seconded the motion. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye; Wayne Klocko - aye.**

7:57 PM –Dave Rachmaciej and Robert Taylor left the meeting.

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Senior Center Feasibility Study Update

A meeting took place last Friday with Town Administrator and Department Heads of COA, Library, Recreation and Abacus Architects. Abacus took all of the information that they received from the Department Heads about programming that is currently offered and put it into a Matrix in order to help define programming space needs. This matrix was distributed, reviewed and updated during the meeting. Programming is continuing to be defined in order to get a plan that can be turned into a building design that fits the needs of the Millis Community.

Minutes

Meeting minutes from 8/25/21 were presented to the Committee for approval.

**Wayne Klocko made a motion to approve the meeting minutes from 8/10/21. Diane Jurmain seconded the motion. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – abstained; Wayne Klocko - aye.**

The next two meetings of the PBC are scheduled for Wednesday, October 20th at 7:00 PM and Wednesday, December 1<sup>st</sup> at 7:00 PM via Zoom.

Adjournment

**Wayne Klocko made a motion to adjourn the meeting at 8:12 p.m. The motion was seconded by Diane Jurmain. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye; Wayne Klocko - aye.**

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Submitted by:  
Kimberly Borst  
Department Assistant, Permanent Building Committee