

Permanent Building Committee Meeting
Minutes of Tuesday, December 21, 2021
Zoom Meeting

Call to Order: Wayne Klocko called the meeting to order at 7:03 p.m.

Meeting Attendees:

PBC

Diane Jurmain, John Larkin, James McCaffrey, Richard Nichols, Kimberly Borst (Department Assistant)

Additional Attendees

Dave Rachmaciej – DPW

Robert Taylor – Taylor & Burns

DPW Update

The DPW project is nearing completion. The staff building punch list has been resolved. The building is complete and staff has moved in. The vehicle building punch list will be addressed next week. The site work is complete except for the topcoat of paving which will be completed in the Spring. Next week the demo of the interior buildout at the old DPW building will take place. Painting and electrical work are in progress at the vehicle building. Once things are cleaned up, the HVAC system and carbon monoxide detectors will be tested. The certificate of occupancy has been signed off by the design professionals and engineering team. A final financial close out will be taking place and will include a credit for contaminated soils and water. The last large remaining expense is the paving which is estimated at approximately \$100,000. The DPW has requested some additional items - an air compressor, shelving and generator. The buildings will be turned over to the town by the end of the year.

The Committee discussed the value of both buildings for insurance purposes. Not including site work and foundations it was determined that the buildings are worth approximately \$2.4 million with the staff building being about 60% of that and the vehicle building being about 40%. Additionally, costs have escalated about 10% since the original project bid in 2019, so a 10% gross mark-up would be appropriate. DPW to get the Committee an estimate on the contents of both buildings.

Change Orders

Two proposed change orders were presented to the Committee.

The first was for the installation of 4' Durock in lieu of drywall in the wash bay, The installation of an exterior light fixture on the east side of the building and the tie-in of the gas detection panel to the fire alarm panel per the request of the Millis Fire Chief.

Richard Nichols made a motion to approve Change Order 11 in the amount of \$4,146.36 for Durock in the wash bay, the installation of an interior light fixture and the tie-in of the gas detection panel.

Diane Jurmain seconded the motion. By roll call vote – Diane Jurmain – aye; John Larkin – aye;

Richard Nichols – aye; James McCaffrey – aye, Wayne Klocko - aye. The motion passed unanimously.

Permanent Building Committee Meeting
Minutes of Tuesday, December 21, 2021
Zoom Meeting

The second change order was for the cost associated with the removal of the existing sign and the installation of a new sign on the garage building.

Richard Nichols made a motion to approve Change Order 12 in the amount of \$7,646.24 for a new sign on the DPW garage building. John Larkin seconded the motion. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye; James McCaffrey – aye, Wayne Klocko - aye. The motion passed unanimously

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 \$167,181.40. Diane Jurmain seconded the motion. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye; James McCaffrey – aye, Wayne Klocko - aye. The motion passed unanimously.

A bills payable schedule for Taylor & Burns for work performed in November was presented to the Committee.

James McCaffrey made a motion to pay Taylor & Burns \$3,608.00. Richard Nichols seconded the motion. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye; James McCaffrey – aye, Wayne Klocko - aye. The motion passed unanimously.

A bills payable schedule for Tresca for concrete blocks was presented to the Committee.

Richard Nichols made a motion to pay Tresca Brothers \$5,110.00. John Larkin seconded the motion. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye; James McCaffrey – aye, Wayne Klocko - aye. The motion passed unanimously.

A bills payable schedule for PCAS for hydroseeding was presented to the Committee.

Richard Nichols made a motion to PCAS Landscaping \$4,320.00 for hydroseeding. Diane Jurmain seconded the motion. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye; James McCaffrey – aye, Wayne Klocko - aye. The motion passed unanimously.

A bills payable schedule for MassCor for furniture for the new DPW building was presented to the Committee.

Richard Nichols made a motion to pay MassCor \$5,842.17 for furniture for the DPW. Diane Jurmain seconded the motion. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye; James McCaffrey – aye, Wayne Klocko - aye. The motion passed unanimously.

**Permanent Building Committee Meeting
Minutes of Tuesday, December 21, 2021
Zoom Meeting**

A bills payable schedule for Jarvis Appliance for appliances at the DPW was presented to the Committee.

Richard Nichols made a motion to pay Jarvis Appliance \$5,965.98. John Larkin seconded the motion. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye; James McCaffrey – aye, Wayne Klocko - aye. The motion passed unanimously.

A bills payable schedule for K & K Mulch and Loam was presented to the Committee.

Richard Nichols made a motion to pay K & K Mulch and Loam \$140.00. Wayne Klocko seconded the motion. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye; James McCaffrey – aye, Wayne Klocko - aye. The motion passed unanimously.

A bills payable schedule for ULINE for pallet rack storage was presented to the Committee.

Richard Nichols made a motion to pay ULINE \$2,523.16 for pallet rack storage. John Larkin seconded the motion. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye; James McCaffrey – aye, Wayne Klocko - aye. The motion passed unanimously.

A bills payable schedule for R.E. Lyons for fire extinguishers was presented to the Committee.

Richard Nichols made a motion to pay R. E. Lyons \$463.25 for fire extinguishers. Diane Jurmain seconded the motion. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye; James McCaffrey – aye, Wayne Klocko - aye. The motion passed unanimously.

A bills payable schedule for Walco for the relocation of the SCADA panel was presented to the Committee.

Diane Jurmain made a motion to pay Walco \$2,046.00 for the relocation of the SCADA panel. Richard Nichols seconded the motion. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye; James McCaffrey – aye, Wayne Klocko - aye. The motion passed unanimously.

A bills payable schedule for Home Depot for computer room shelves and a sink was presented to the Committee.

Richard Nichols made a motion to Home Depot \$514.55 for computer room shelves and a sink. Diane Jurmain seconded the motion. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye; James McCaffrey – aye, Wayne Klocko - aye. The motion passed unanimously.

Permanent Building Committee Meeting
Minutes of Tuesday, December 21, 2021
Zoom Meeting

Dave Rachmaciej and Robert Taylor left the meeting at 7:51 PM.

Senior Center Update

Abacus is working on aggregating the costs for two senior center options by the end of January. Abacus was also asked to make the drawings more relatable to the general public. Looking toward public feedback sessions in February/March time frame and then to go back to the stake holders, Council on Aging, Town Administration, Recreation, and Library.

The next PBC meeting is scheduled for Tuesday, January 25, 2021 at 7:00 PM.

Minutes

The minutes from November 30, 2021 were reviewed by the Committee.

Richard Nichols made a motion to approve the minutes from November 30, 2021 as written. Diane Jurmain seconded the motion. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye; James McCaffrey – aye. Wayne Klocko abstained.

Adjournment

Richard Nichols made a motion to adjourn the meeting at 8:10 p.m. The motion was seconded by Diane Jurmain. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye; James McCaffrey – aye, Wayne Klocko - aye. The motion passed unanimously.

Submitted by:

Kimberly Borst

Department Assistant, Permanent Building Committee