

Permanent Building Committee Meeting
Minutes of Tuesday, January 25, 2022
Zoom Meeting

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

Meeting Attendees:

PBC

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

Additional Attendees

James McKay, Dave Rachmaciej – DPW

Robert Taylor – Taylor & Burns

Craig Schultze – Select Board

DPW Update

Dave Rachmaciej was recognized by the PBC and the Select Board for his contribution to the success of the DPW project.

Construction on the project is essentially complete. The outstanding issues include weather stripping on the overhead doors, programming the lighting and HVAC systems, fully testing the CO detector in the mechanics bay, installing the emergency exit in staff room and installation of signs. Most of these items are expected to be completed by the end of this week. Additionally, there is an issue with the carbon dioxide fan on the roof that needs to be addressed - it is overheating and stopping. Robert Taylor to provide the PBC with a status update of the outstanding items at the end of the week.

Millis now has substantial use of the building to use as designed. The close out process will be completed when the permanent certificate of occupancy is issued. The temporary certificate of occupancy is only good for 30 days so the outstanding issues will need to be wrapped up as soon as possible.

7:15 PM – Robert Taylor left the meeting.

The DPW has put together a list of items that they would like to request for the building. Most of these items were in the original plans for the building but were value engineered out in order to keep the project cost low. The list of items requested include:

- Security system from Safety Signal — \$28,546
- Diesel generator - \$78,500
- Mohawk lift - \$19,580
- Rack storage - \$12,544
- Signage - \$961.70

Wayne Klocko made a motion to approve a quote from Safety Signal for a security system at the new DPW facility in the amount of \$28,546.00. Richard Nichols seconded the motion. By roll call vote –

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

Wayne Klocko made a motion to approve a quote from Perma-Line Corp for signage in the amount of \$961.70 for the DPW buildings. 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.

Wayne Klocko made a motion to approve a quote from ULINE for pallet storage racks at the new DPW facility in the amount of \$12,544.00. 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.

Wayne Klocko made a motion to approve a quote from Tool and Equipment Connection, Inc. for a truck lift at the new DPW facility in the amount of \$19,580.00. 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.

The request for a diesel generator was withdrawn. It may be reconsidered at a later date.

Change Orders

A change order for -\$322,500.00 for credit of the unit costs included in the project that were not used was presented to the Committee for approval. These credits of unit costs that were not used included permitting Mob/DeMobb ground water treatment, contaminated ground water handling onsite, removal off-site of contaminated ground water and remove/dispose/replace contaminate soil was considered by the Committee.

Wayne Klocko made a motion to approve Change Order 13 from J.J. Cardosi for a credit in the amount of -\$322,500.00. 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.

DPW Invoices

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

James McCaffrey made a motion to pay J.J. Cardosi \$99,509.05. 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 R.E. Lyons for fire extinguishers was presented to the Committee.

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Diane Jurmain made a motion to pay R.E. Lyons \$697.00. James McCaffrey 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 countertops was presented to the Committee.

Richard Nichols made a motion to pay Home Depot \$269.94. 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 Thomas Frasca for demo work was presented to the Committee.

Wayne Klocko made a motion to Thomas Frasca \$667.00 for demo work at 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.

A bills payable schedule for Joyce Boiardi for blinds for the new DPW staff building was presented to the Committee.

Diane Jurmain made a motion to pay Joyce Boiardi \$1,200.00 for new blinds for the DPW. 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 Walco for electrical work at the DPW was presented to the Committee.

Diane Jurmain made a motion to pay Walco \$8,035.00 for electrical work to move 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 H. Perron for rekeying the DPW was presented to the Committee.

Wayne Klocko made a motion to pay H. Perron \$1,302.40. 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.

8:34 PM – Dave Rachmaciej and James McKay left the meeting.

Senior Center Update

The Committee reviewed preliminary pricing from PM&C for the two senior center alternatives. Questions were posed about assumptions in the estimates including if there are enough parking spaces

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at the VMB for the design and if there is water/sewer in the street for the Cassidy Farm option. Additionally, there were questions about the size of the gym – it seems large compared to the VMB gym, over double the square footage.

More developed plans, particularly for Cassidy Farm, will be needed before anything is presented to the Town. Next step is to present the cost estimates to the pertinent department heads and Town Administrator.

The next PBC meeting is scheduled for Wednesday, February 23, 2022 at 7:00 PM via Zoom.

Minutes

The minutes from December 21, 2021 were reviewed by the Committee.

Richard Nichols made a motion to approve the minutes from December 21, 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 9:22 PM. 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