

Permanent Building Committee Meeting
Minutes of Tuesday, March 22, 2022
Zoom Meeting

Call to Order: Wayne Klocko called the meeting to order at 7:05 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

Open Meeting Discussion

The Open Meeting Discussion has been put on hold until things are more definitive.

DPW Update

JJ Cardosi has completed their scope of work. Robert Taylor expressed that he is pleased with the results and happy with the building, the way it looks and the way it works. Taylor & Burns to come back in a year to make sure that the building is still functioning as planned.

Millis DPW mentioned a few kinks that are still being worked out. Happy with everything in general, but the following issues are still being addressed:

- Heat in the wash bay doesn't regulate well
- The FRP wall in the wash bay is showing blistering in a few spots over the joint compound
- One screen has a rip in it
- One of the door latches sticks sometimes

Working with heating person to figure out why it isn't regulating in the wash bay. The blistering of the FRP wall in the five spots is being documented and watched to see if anything further happens or if the problem has stabilized and is cosmetic.

The warranty typically starts with the Certificate of Occupancy, but a letter is being drafted to JJ Cardosi to ask for one year from the discovery of the blistering conditions in order to go through another full cycle of weather/temperature changes.

7:25 PM – Robert Taylor left the meeting.

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The Committee revisited the generator discussion from last meeting. DPW reviewed three quotes for a generator for the old mechanics bay. The most cost effective option would be to purchase the generator and hire the town electrician and plumber to connect it. The costs discussed included \$41,200 to purchase a larger size generator and transfer switch and \$15,000 to install the system.

The DPW believes that the generator is a necessity to have during power outages which happen often in that area. The mechanic needs to be able to service vehicles during storms.

Discussion between DPW and PBC Committee members centered around if this is a necessity or not. There is another mechanics bay with a generator and a lift but the lift is smaller. If two vehicles break down, the DPW would like to be able to work on both. The Committee questioned how many times there is a power outage and multiple vehicles break down.

James McKay left the meeting at 7:42 p.m.

The Committee was divided on the generator purchase for the vehicle building. It was decided to table the discussion for now and revisit after final costs are determined for putting the asphalt topcoat on the parking lot. Additionally, the quote for the generator and electric/plumbing costs to install should be tightened up.

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 \$233,551.02. 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 Taylor & Burns Architects was presented to the Committee.

Richard Nichols made a motion to pay Taylor & Burns \$8,000. 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 was presented to the Committee.

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Richard Nichols made a motion to pay MassCor \$7,899.16. 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 Home Depot for materials for a power washer shed was presented to the Committee.

Richard Nichols made a motion to pay Home Depot \$600.20 for materials for a power washer shed. 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 Clean Cut Solutions for chair mats for the new DPW staff building was presented to the Committee.

Richard Nichols made a motion to pay Clean Cut Solutions \$1,956 for chair mats for the DPW. 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 Air Energy for an air compressor was presented to the Committee.

Richard Nichols made a motion to pay Air Energy \$3,154.00 for an air compressor. 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 United Rental for a lift rental was presented to the Committee.

Richard Nichols made a motion to pay United Rental \$874.26 for the rental of a lift. 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.

Additionally, invoices for quotes that were previously approved will be submitted for payment this month including Tool & Equipment for a truck lift in the amount of \$19,580.20 and Perma-line for signage in the amount of \$961.70.

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8:18 PM – Dave Rachmaciej left the meeting.

Senior Center Update

The cost estimates for the new Senior Center options were recently reviewed with Abacus Architects and the construction cost estimator, PM & C to be sure that the scope was correct. The scope proved to be right on in many areas, but there were a few areas that needed to be addressed in more detail including those regarding drainage/stormwater management and trying to predict the future construction market more accurately considering current economic conditions.

Concerns about the Cassidy Farm options being too wet to build on were brought up and discussed. The Committee does not want to present an option to the town that may not be viable. The Committee will reach out to the Town Administrator to see if there may be funds to hire an engineering company to come out and survey the property.

The first bit of public communication about the project will be going out with the Council on Aging newsletter. Next steps for the project include putting together a series of focus groups, developing and distributing a brochure at Town Meeting, and developing a frequently asked questions document.

The next PBC meeting is scheduled for Tuesday, April 19, 2022 at 7:00 PM via Zoom.

Minutes

The minutes from January 25, 2022 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 – aye.

The minutes from March 10, 2022 were reviewed by the Committee.

James McCaffrey made a motion to approve the minutes from March 10, 2022 as written. Wayne Klocko seconded the motion. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye; James McCaffrey – aye; Wayne Klocko – aye.

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Adjournment

Wayne Klocko made a motion to adjourn the meeting at 9:08 PM. The motion was seconded by Richard Nichols. 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