

Permanent Building Committee Meeting
Minutes of Tuesday, June 16, 2020
Virtual Meeting via Zoom

Call to Order: Wayne Klocko called the meeting to order at 7:04 p.m.

Meeting Attendees:

PBC

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

Additional Attendees

James McCaffery – Select Board Representative, PBC

James McKay - DPW

David Rachmaciej – DPW

Robert Taylor – Taylor & Burns

Update on DPW Facility

The construction documents are ready for peer review by Compass Project Management. While peer review is taking place, work with Conservation Committee can continue and some initial site work can begin. Once peer review is complete, advertising and bidding will begin. The goal is to have a contractor in place by Labor Day.

The project is expected to take approximately one year to complete. The targeted start date is 9/1 provided that the peer review, advertising and bidding stay on schedule. The possibility of condensing bidding in order to start a couple of weeks earlier was also discussed and is being considered. With the current schedule, work on foundations and utilities will go through the November/December time frame. The building of the structure can then be started and is expected to go through February. Interior work should conclude by May of 2021. The contractor will turn the site back over to the DPW for site work towards the end of the project.

The total project budget is \$3.9 million dollars. A detailed project budget needs to be put together including a number for the self-perform work and contingency. As the budget is tight, Committee is hopeful that the town will vote to transfer what remains from the original allocation for the DPW roof repairs to this project budget. That would add an additional \$135,000 to be used (only if needed) for any additional costs to self-perform and the contingency.

The Permanent Building Committee would like to ask the Select Board to give the PBC authority to approve contracts for this project, similar to the way the ESBC did for the CFB project.

Final questions/comments on the 100% construction documents were solicited. Robert Taylor was asked to confirm parking spaces for busses and DPW staff before sending documents to Compass for peer review. Concern about the state of Environmental Drive was raised. With Environmental Drive being a private road there is no Chapter 90 funding available. Discussion took place as to the possibility of repairing the road if

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there is money left in the project budget or if this should go on the priority list for the Capital Asset Committee.

7:53 p.m. – Robert Taylor and Dave Rachmaciej left the meeting.

Invoices

A bills payable schedule for Taylor & Burns for architectural services for the DPW project was presented to the Committee.

Pat Sheehan made a motion to pay a Taylor & Burns invoice, totaling \$11,724.00 for services rendered. John Larkin seconded the motion and it passed unanimously.

By roll call vote – Diane Jurmain - aye; John Larkin – aye; Pat Sheehan – aye; Wayne Klocko – aye.

A bills payable schedule for Abacus Architects for architectural services for the Senior Center project was presented to the Committee.

Wayne Klocko made a motion to pay Abacus Architects \$24,500.00 for the remainder of their contract. Diane Jurmain seconded the motion and it passed unanimously.

By roll call vote – Diane Jurmain - aye; John Larkin – aye; Pat Sheehan – aye; Wayne Klocko – aye.

Minutes

The minutes from May 21, 2020 were reviewed by the Committee.

Wayne Klocko made a motion to approve the minutes from May 21, 2020 as written. Diane Jurmain seconded the motion.

By roll call vote – Diane Jurmain - aye; John Larkin – aye; Pat Sheehan – aye; Wayne Klocko – aye.

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 8:06 p.m. The motion was seconded by Diane Jurmain.

By roll call vote – Diane Jurmain - aye; John Larkin – aye; Pat Sheehan – aye; Wayne Klocko – aye.

Submitted by:

Kimberly Borst

Department Assistant, Permanent Building Committee