

**Permanent Building Committee Meeting**  
**Minutes of Tuesday, September 15, 2020**  
**Virtual Meeting via Zoom**

**Call to Order:** Wayne Klocko called the meeting to order at 7:05 p.m.

**Meeting Attendees:**

**PBC**

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

**Additional Attendees**

James McKay - DPW

David Rachmaciej – DPW

Erin Underhill – Select Board Representative

Robert Taylor – Taylor & Burns

DPW Project Update

The bids for the DPW project came in \$550,000 over budget. Four options for moving forward were outlined. Option 1 would be to do nothing, table to project for consideration at a future date. Option 2 would be to determine if the Town is willing and able to fund the additional amount needed to move forward (\$600,000 +/-) with the existing scope and design. Option 3 would be to build the staff building and keep the existing repair functions in the current building. Option 4 would be to build the vehicle repair and wash building, demo the existing office and convert the existing building to its intended unheated storage and rent trailer(s) to house the staff until a permanent solution for the staff is developed.

Per town council, asking the Town to fund additional dollars toward the project would require another vote at town meeting. Additionally, building only a portion of the project would require going back to town meeting and re-bidding the project due to the change of scope.

Robert Taylor reached out to the low bidder who has agreed to hold his bid until after the November Town Meeting. All four of the sub bidders have agreed to do the same.

The numbers were reviewed to determine the difference between the cost estimate and the bid. The biggest difference is that \$330,800 for Unit Prices for potential subsurface costs was added into the base bid as instructed, including \$300,000 for removal of 3,000 tons of contaminated soils. This was not included in the final estimate by PM&C. Additionally, the Roofing & Flashing: Estimate was \$184,126 vs the \$316,000 quoted in the bid.

All bids received were very competitive, within 1%, so the feeling is that the bids correctly reflect street value. The Committee discussed all possible options including value engineering which has already been done multiple times. Delaying the project will likely make it more expensive to do later. An interim solution such as mobile trailers for the staff to use to get them out of bad working conditions at the current DPW garage would cost a substantial amount of money. All agreed that the best option moving forward would be to go to the town to request an additional \$600,000 for the DPW project.

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**Craig Schultze made a motion to recommend to the Select Board that they put the DPW project on the warrant for the November town meeting and request an additional \$600,000 in funds. Diane Jurmain seconded the motion. By roll call vote – Diane Jurmain – aye; Craig Schultze – aye; John Larkin – aye; Wayne Klocko – aye. The motion passed unanimously.**

Invoices

A bills payable schedule for Putnam Pipe was presented to the Committee.

**Craig Schultze made a motion to pay Putnam Pipe a total of \$1,067.88 for invoices 4335784 and 4335900. John Larkin seconded the motion and it passed unanimously.**

**By roll call vote – Diane Jurmain - aye; John Larkin – aye; Craig Schultze – aye; Wayne Klocko – aye.**

A bills payable schedule for Walco Service, Inc. for work to move the bus heaters was presented to the Committee.

**Diane Jurmain made a motion to pay Walco Service, Inc. \$800.00 for services rendered. John Larkin seconded the motion and it passed unanimously.**

**By roll call vote – Diane Jurmain - aye; John Larkin – aye; Craig Schultze – aye; Wayne Klocko – aye.**

A bills payable schedule for East Coast Crushing and Recycling for asphalt dumping fees was presented to the Committee.

**Diane Jurmain made a motion to pay East Coast Crushing and Recycling \$1,145.00 for services rendered. John Larkin seconded the motion and it passed unanimously.**

**By roll call vote – Diane Jurmain - aye; John Larkin – aye; Craig Schultze – aye; Wayne Klocko – aye.**

Minutes

The minutes from June 16, 2020 were reviewed by the Committee.

**Wayne Klocko made a motion to approve the minutes from June 16, 2020 as written. Diane Jurmain seconded the motion and it passed unanimously.**

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

Adjournment

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Wayne Klocko made a motion to adjourn the meeting at 8:17 p.m. The motion was seconded by Diane Jurmain and it passed unanimously.

By roll call vote – Diane Jurmain - aye; John Larkin – aye; Craig Schultze – aye; Wayne Klocko – aye.

Submitted by:  
Kimberly Borst  
Department Assistant, Permanent Building Committee