

**Permanent Building Committee Meeting
Minutes of Tuesday, November 13, 2018
Town Hall, Room 130**

Call to Order: Wayne Klocko called the meeting to order at 7:12 p.m.

Meeting Attendees:

PBC

Wayne Klocko (Chairman), Diane Jurmain, Pat Sheehan, Jon Wine, Kimberly Borst (Department Assistant)

Additional Attendees

James McKay

The Committee reviewed Simpson, Gumpertz & Heger's proposal (Exhibit A) dated November 6, 2018 for the renovations and addition to the Millis DPW Garage Building.

This proposal to complete the next phase of the DPW project provided a much lower not to exceed amount of \$46,000 than the original proposal of approximately \$108,000.

The Committee discussed the proposal and decided to move forward with a recommendation to the Selectmen to approve.

Craig Schultze made a motion to recommend to the Selectmen that they approve the SGH contract dated November 6, 2018 for the DPW Building renovations and addition in the amount of \$46,000. Pat Sheehan seconded the motion and the motion passed unanimously.

There is a Conservation Committee scheduled for 11/20/18. Jon Wine or Pat Sheehan will attend to discuss the project and get preliminary feedback.

Minutes

The minutes from August 29, 2018 were reviewed by the Committee.

Diane Jurmain made a motion to approve the minutes from August 29, 2018 as written. Wayne Klocko seconded the motion and the motion passed unanimously.

Invoices

A bills payable schedule for SGH dated 10/29/18 was reviewed by the Committee.

Jon Wine made a motion to pay Simpson, Gumpertz and Heger \$25,486.46 for the October 29, 2018 invoice on the DPW project. Diane Jurmain seconded the motion and it passed unanimously.

A bills payable schedule for SGH dated 9/25/18 was reviewed by the Committee.

Pat Sheehan made a motion to pay Simpson, Gumpertz and Heger \$12,502.09 for the September 25, 2018 invoice on the DPW project. Wayne Klocko seconded the motion and it passed unanimously.

Adjournment

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Wayne Klocko made a motion to adjourn the meeting at 7:45 p.m. The motion was seconded by Pat Sheehan and passed unanimously.

Submitted by:

Kimberly Borst

Department Assistant, Permanent Building Committee