

**Permanent Building Committee Meeting**  
**Minutes of Tuesday, January 14, 2020**  
**Millis Public Library, Roche Bros. Community Room**

**Call to Order:** Wayne Klocko called the meeting to order at 7:03 p.m.

**Meeting Attendees:**

**PBC**

Wayne Klocko (Chairman), John Larkin, Patrick Sheehan, Craig Schultze, Kimberly Borst (Department Assistant)

**Additional Attendees**

Loring Barnes – Select Board

Nate Maltinsky – Millis Historical Commission

James McCaffery – Select Board Representative, PBC

Marc Prufer – Millis Historical Commission

David Rachmaciej – DPW

Robert Weiss – Ex-Officio Lansing Millis Bldg. Project, Town of Millis

John Larkin has been sworn in as a new member of the Millis Permanent Building Committee.

DPW

Wayne Klocko, Jim McKay and representatives from SGH met with the Conservation Committee to review the preferred site plan for the DPW. The truck wash and mechanical bay are within the 50 foot buffer which is currently disturbed. The Conservation Commission was understanding of this and the plan was ultimately supported. A retaining wall or curbing of some sort may be required to help with water run-off. Next step will be for SGH to put together additional drawings that can be submitted to the Conservation Commission for formal approval.

7:07 pm - Nate Maltinsky arrived.

Concern was expressed about the slope of the staff building roof that pitches in toward the existing building which may be an issue with snow collection in that area. Consider possibly reversing the pitch to eliminate snow build up.

An invoice for Casella was presented to the Committee for the shingle disposal from the demo of the shed. A cover sheet for the invoice will be prepared and the invoice will be considered for approval at the next PBC meeting.

The Committee discussed concern about the costs for the project coming in higher than originally anticipated.

**Permanent Building Committee Meeting**  
**Minutes of Tuesday, January 14, 2020**  
**Millis Public Library, Roche Bros. Community Room**

8:17 pm - David Rachmaciej left the meeting

Senior Center Feasibility Study

We are in the midst of finalizing the contract with the architect, Abacus Architects + Planners. The issue of testing for hazardous materials within the existing building has been brought up. It will cost approximately \$1700 to test for lead and asbestos in the basement of the Veterans Memorial Building and it will cost \$2700 to test the two other floors. The town will pay for the testing on the upper floors (\$2,700) while the cost to test in the Senior Center (\$1,700) will be paid as part of the total feasibility project cost.

Lansing Millis Building Feasibility Study

Three firms did a walk-through of the building. Only one firm, Spencer, Sullivan & Vogt submitted a proposal. They have a good track record with historic buildings. Their proposal was submitted on time and meets the requirements of the RFQ, so there is no reason to reject or rebid. Targeting 90 day timeframe for completion of the project.

**Craig Schultze made a motion to authorize Millis' Chief Procurement Officer to negotiate the Feasibility Study Contract for the Lansing Millis Building with Spencer, Sullivan and Vogt for the fixed fee of \$25,000. Pat Sheehan seconded the motion and it passed unanimously.**

Minutes

The minutes from December 17, 2019 were reviewed by the Committee.

**Craig Schultze made a motion to approve the minutes from December 17, 2019 as written. Pat Sheehan seconded the motion and the motion passed unanimously.**

Adjournment

**John Larkin made a motion to adjourn the meeting at 8:10 p.m. The motion was seconded by Craig Schultze and passed unanimously.**

Submitted by:

Kimberly Borst

Department Assistant, Permanent Building Committee