PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: May 24, 2016	Time: 7:00 PM	Location: Town Hall

Attendance

PPBC Members:	Present: George Kent, Stuart Chandler, Natasha Espada, Paul Salamone, Roy Schifilliti, Irwin Silverstein Absent: Peter Schneider	
	Steve Popper (PFD-C Director of Design and Construction) Hank Haff (Sr. Project Manager)	
User Representatives:	Heidi Black	School Committee, Hillside Rep., H.S. Rep.
	Aaron Sicotte	HS Assistant Principal, H.S. Rep.
	Tony DelGaizo	Town Engineer, St. Mary St. Pump Rep.
	Susan Neckes	School Committee, Hillside Rep.
Other Attendees:	Judd Christopher	Drummey Rosane Anderson
	Don Walter	Dore & Whittier Architects
	Michele Rogers	Dore & Whittier Architects
Minutes prepared by:	Kathryn Copley	Administrative Specialist

A. Approval of Minutes

The Committee reviewed the minutes from the May 10th PPBC meeting. Mr. Kent made a motion that the Committee approve the minutes. Mr. Chandler seconded the motion. The motion was then voted upon and approved unanimously.

B. High School Cafeteria Expansion

Heidi Black (School Committee) and Aaron Sicotte (H.S. Assistant Principal) attended the meeting.

Mr. Popper reported an issue with the movable partition. The subcontractor (vendor) has been unresponsive and the General Contractor will be going to another vendor. This will increase the cost by $9,465.00. The GC has agreed to share the additional cost with the Town. The Committee agreed to have Mr. Popper conclude the negotiation.

The construction specifications indicate that the planted area near the main school entrance was to be regraded to the expanded cafeteria plaza. The plants within the regraded area are mature and it was proposed that the existing vegetation be kept and that a retaining wall be built instead. The Architect has been asked to prepare a sketch for the retaining wall thus preserving the area for the GC to price.

The Committee reviewed CO #3 from Paul J. Rogan Co., Inc. in the amount of $33,886.00 for four additions, additional site work due to soil conditions, protective covering for added insulation inside the cafeteria, repair of unmarked site light conduit, and added conduit and drops for technology addition approved in CO#2. The change order was reviewed and approved by the Architect, Mr. Popper and Mr. Haff. Mr. Kent made a motion that the Committee approve CO #3. Mr. Sicotte seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: updated budget, anticipated cost log, CO #3, proposed location of retaining wall

C. <u>St Mary Street Pump Station</u>

Tony DelGaizo (Town Engineer) attended the meeting.

Mr. Popper reported that the noise abatement of the generator is ongoing. Monday a silencer was added to the generator. There will be a test of the generator on Thursday morning and noise measurements taken.

The Committee reviewed Requisition #23 from Waterline Industries in the amount of $28,593.00 for work thru May 2016. This is the final requisition. The requisition was reviewed and approved by Mr. Popper. Mr. Kent made a motion that the Committee approve the requisition for payment subject to the generator meeting the decibel level required by the Planning Board. Mr. Chandler seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed the final invoice from BETA Group in the amount of $4,700.57 for services thru October 2015. The invoice was reviewed and approved by Mr. Popper. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Chandler seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from Computer Telephone in the amount of $189.00 for cable installation services. The invoice was reviewed and approved by Mr. Popper. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Chandler seconded the motion. The motion was then voted upon and approved unanimously.

Mr. Popper would like the Committee to approve the hiring of an independent acoustical consultant L.G. Copley Associates to independently review the generator noise. The cost would be under $1,000. The Committee agreed.

Handouts: None

D. Hillside School Feasibility Study

Susan Neckes, Heidi Black (School Committee), Don Walter and Michele Rogers (D&W) attended the meeting.

The Committee will be voting on the acceptance of the Schematic Design and will also ask the Board of Selectmen to vote on the acceptance at their meeting tonight at 8 pm.

A project budget summary of $66 million is being proposed. Between $12.5 and $13.5 million will establish the Maximum Facilities Grant offered by the MSBA. (This was later increased to between $12.9 and $13.9 million due to MSBA Board actions on May 25th increasing the allowed building construction amount to $312/sf from $299/sf)

A document with Frequently Asked Question will be assembled for inquiry's that will be expected in the fall before the special town meeting.

Mr. Kent made a motion that the PPBC approve the submission of the Hillside Elementary School Schematic Design to the MSBA. The Schematic Design Report (SDR) will be delivered to the MSBA on June 2nd for a July MSBA board vote. Mr. Chandler seconded the motion. The motion was then voted upon and approved unanimously by Ms. Black, Ms. Neckes, Mr. Kent, Mr. Chandler, Ms. Espada, Mr. Salamone, Mr. Schifilliti and Mr. Silverstein. The vote was approved 8 to 0.

The Committee reviewed an invoice from Community Newspaper in the amount of $55.20 for a legal ad for the Central Ave. Site Preparation. The invoice was reviewed and approved by Mr. Popper. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Schifilliti seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from NW Pest Control in the amount of $1,250.00 for pest control services at the Central Avenue. The invoice was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the invoice for payment. Ms. Espada seconded the motion. The motion was then voted upon and approved unanimously.

The Finance Committee has sent a letter to the Board of Selectmen and the PPBC, requesting that the Committee try to get the cost per square foot reduced from $500 to $400. Mr. Kent will be attending a Chairs meeting tomorrow and will discuss this.

Handouts: Budget update, Propose Schedule of Alternates, Draft Construction budget, Schematic Design project schedule, vote for MSBA

E DPW Feasibility Study

The Committee reviewed an invoice from Weston & Sampson in the amount of $6,000.00 for services thru March 2016. The invoice was reviewed and approved by Mr. Popper. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Chandler seconded the motion. The motion was then voted upon and approved unanimously.

F. Rosemary Pool Study

The Committee reviewed an invoice from Bargmann Hendrie & Archetype in the amount of $118,970.00 for services thru March 2016. The invoice was reviewed and approved by Mr. Retzky. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Chandler seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from James Houle, PhD. in the amount of $500.00 for presenting a porous pavement workshop on May 13, 2016. The invoice was reviewed and approved by Mr. Retzky. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Chandler seconded the motion. The motion was then voted upon and approved unanimously.

G. Adjournment

The meeting was adjourned at 8:05 PM.
The next PPBC meeting will be on Monday, June 13, 2016 at 7:30 PM, at the Needham Town Hall, Great Plain Room.

These minutes are intended to convey the content of the discussions at the Committee meeting. If no comments are received by the next meeting, they will go to file as part of the permanent Committee record.