

**Permanent Building Committee Meeting Minutes**  
**Wednesday, February 14, 2024**  
**Zoom Meeting**  
**Approved: February 28, 2024**

*PBC Members present:* Pablo Carbonell, Chair; Steve Moeser; Rick Maiore; Carl Sciple; Julie Darling; Guy Hermann; Jeff Hayes, Building Commissioner.

*Attending, including but not limited to:* Marie Sobalvarro, Assistant Town Administrator; Tim Kilhart, Department of Public Works Director

*Mr. Carbonell called the meeting to order at approximately 9:00 a.m. and provided remote meeting instructions before welcoming Mr. Sciple to the Committee.*

**Approve Minutes of 1/24/24**

Mr. Moeser made a motion to approve the Minutes of January 24<sup>th</sup>, as presented; Ms. Maiore seconded. All were in favor.

*(Ms. Darling joined the meeting at approximately 9:02am)*

**Update on the DPW project**

The PBC considered Weston & Sampson (herein “W&S”) Invoice No. 1240677, dated January 26, 2024, in the amount of \$72,410.00. Ms. Sobalvarro confirmed that there will be approximately \$60,000 left in the contract after this invoice is paid which will be for revised schematic plans, documents, boards, and assistance in preparation for Town Meeting. Ms. Sobalvarro circulated the signed and counter-signed contract for the Members’ reference and confirmed that preparation bid documents are not included in this project phase. Mr. Carbonell indicated that he believes the remaining work to be done is well less than half of Part B. Mr. Maiore made a motion to approve the invoice; Mr. Moeser seconded. All were in favor.

Mr. Carbonell reported that W&S presented an updated cost estimate, circulated to the Members, at the subcommittee meeting held the day prior. He indicated that the cost estimate sits largely with the previous cost estimate and W&S identified a few places where included items are not necessary of the project. Mr. Carbonell reported that removal of those items will bring the project below the \$10million level including soft & peripheral costs. Ms. Darling noted that the cost estimate for the unheated equipment storage building does not match the number for the deduct alternate. She also asked if her assumption that if the Town decides to proceed with the deduct alternate, the soft costs that are a percentage of the construction value will also come down in kind, is correct. Mr. Carbonell explained that the overall bid carries overhead, but there is a differential to the overhead return when you when you deduct an item. He also stated that an alt-add does not carry an overhead, so the alt-add is the cost of that project plus its overhead. Mr. Carbonell’s suggested that using a deduct estimate for the proposal gives bidders the impression that the Town is serious about completing the full project and may attract more bidders for this relatively small project. Mr. Moeser noted that W&S will draw the plans and specs for the full project whether or not the Town decides to take the deduct. Mr. Carbonell advised that the construction contingency will go down at contract signing if the Town does not

opt for the deduct. Ms. Sobalvarro advised that she has received the preliminary reports for borings, but W&S is contracted to provide a full report. She also explained that W&S realized that they were carrying too much for structural steel, ridged installation, HVAC, and storm drainage which netted to a \$159,000 deduction. She advised that costs under construction build in the General Contractor overhead and profit and that net, net change results in a \$241,000 reduction. Ms. Sobalvarro stated that for the article being discussed at the next SB meeting total project cost would be \$9,846,200. She explained that this number was reached in part by applying monies that were voted to be bonded for an earlier construction project where the constructor's contingency were not fully expended. Ms. Sobalvarro indicated that because of this, the Members should expect to see a revised schematic cost estimate that will not exactly tie to the warrant article put forward. Mr. Kilhart stated that everything went well at the subcommittee meeting with W&S on the day prior and that the test pits were completed on the prior Wednesday. He explained that the shift in the unheated storage building and flip in the location of the driveway was due to the discovery of trash in one of the test pits. He stated that the costs for removal of ledge are now included because of the presence of ledge in the shifted location. Mr. Carbonell explained that shifting the pole barn location allows for the project to avoid being held up with the DEP remediation of the old landfill.

Mr. Carbonell stated that Mr. Hayes and Ms. Sobalvarro uncovered documentation regarding the original site which may be helpful at Town Meeting. He indicated that their research discovered the original pole barn built around 1930, the 1984 building of the 6-bay garage shows that the previous storage was held in the administration and mechanics bay, the U-shape design of the administration building was to avoid the cesspool, since decommissioned, and that the land was originally purchased by the Town for \$800. Mr. Moeser suggested that the addition will not meet existing zoning; Mr. Hayes agreed that it will likely need approval from the ZBA.

### **Update on COA solar project**

Ms. Sobalvarro indicated that she spoke representative from Select who will send a structural engineer out on March 5<sup>th</sup> at 10am, and will be speaking with Mr. Woodman, of Select, later in the day to see if the Town can move ahead with the purchase agreement for the panels. She reported that Mr. Woodman been in contact with his engineer and was waiting for the final okay from National Grid saying you can proceed ahead with the smaller array.

### **Update on Fire Station project**

Mr. Carbonell indicated that there is no update on the Fire Station project.

### **Items for Next Agenda**

Ms. Sobalvarro indicated that the Finance Committee will be making their recommendations regarding financial warrant articles on February 27<sup>th</sup> at 2pm via Zoom. She asked whether Members of the PBC would be available to answer any questions regarding the DPW project. Mr. Carbonell indicated he will try to attend.

*(Mr. Carbonell stated at approximately 9:31am that Mr. Sciple left the meeting.)*

Mr. Carbonell suggested that the PBC will likely meet on February 28<sup>th</sup>.

### **Adjournment**

The meeting adjourned at approximately 9:32am.

***Respectfully submitted,***

***Alison Flynn***

***Referenced Documents:***

- Posted Agenda
- Draft Minutes of 1/24/24
- Weston & Sampson Invoice No. 1240677, dated January 26, 2024
- Weston & Sampson contract