

Permanent Building Committee Meeting Minutes
Wednesday, July 5, 2023
Zoom Meeting
Approved: July 26, 2023

PBC Members present: Cindy Russo, Chair; Rick Maiore, Vice Chair; Steve Moeser; Guy Hermann; Jeff Hayes, Building Commissioner.

Attending: Marie Sobalvarro, Assistant Town Administrator; Tim Kilhart, Department of Public Works (DPW) Director; Lieutenant Bill Barton, Harvard Fire Department.

Ms. Russo called the meeting to order at approximately 4:00 p.m. and provided remote meeting instructions.

Approve Minutes of 6/28/23

Mr. Moeser made a motion to approve the Minutes of 6/28/23 as presented; Mr. Maiore seconded. All were in favor.

Update on COA project

Ms. Sobalvarro indicated that there were no updates on the COA project. She also advised that the unresolved phone issues are due to the performance of Charter Communications.

Update regarding DPW Project

Ms. Sobalvarro reported that the issue regarding Liro/DAI's references was unresolved after her follow-up communication with them and indicated that it was a bit of hyperbole on their part as to the scope of their involvement in one of the projects listed. Ms. Sobalvarro stated that she contacted the three references listed for Smith & Weston who all confirmed the scope of work listed in their submittal, and all responded that Smith & Weston was extremely competent in their design and construction administration. Ms. Sobalvarro indicated the references noted inconsistencies in the bid estimates v. actual costs, but the references also attributed this to COVID-19. Ms. Sobalvarro noted that all three references still have on-going projects with Smith & Weston, none of which are the projects noted in the submission. Mr. Kilhart indicated that he followed-up with Smith & Weston regarding their statement that they could turn the project out in 6 weeks. He stated that Smith & Weston advised the 6-week projection was based on their misunderstanding that the Town would be looking to present this at Fall, instead of Spring, Town Meeting. Mr. Kilhart said he was sufficiently reassured thereafter that Smith & Weston could meet the deadlines required by the Town for submission to Spring Town Meeting while also allowing enough time to fully understand the project needs and design a responsive project. The group discussed their thoughts on both Liro/DAI and Weston & Sampson.

Mr. Moeser made a motion to move forward with contracting Weston & Sampson; Mr. Maiore seconded. All were in favor.

Review draft preliminary review request for potential fire station sites

Ms. Sobalvarro screen-shared her draft letter for the PBC Members to review. The Members

offered comments. Mr. Hermann noted that the Open Space and Recreation Committee has been looking for a parcel about the same size for playing fields for quite some time and may be able to identify potential parcels. Ms. Sobalvarro indicated that she will ask for responses by the end of August.

Items for the Next Agenda

Ms. Sobalvarro indicated that the next meeting should include approval of the last Requisition for Classic Construction if DAI has it certified. Ms. Russo suggested the PBC try to meet next on July 19, 2023, at 9am.

Ms. Russo adjourned the meeting at approximately 4:22 p.m.

Respectfully submitted,

Alison Flynn

Referenced Documents:

- Agenda
- Draft Minutes of 6/28/23
- Word document "Revised HFD Site Letter 070523" for the Fire Station project