

**Permanent Building Committee Meeting Minutes**  
**Wednesday, January 10, 2024**  
**Zoom Meeting**  
**Approved: January 24, 2024**

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

*Attending, including but not limited to:* Deb Thompson, Council-on-Aging Director, and Guy Oliva, COA Representative; Tim Kilhart, Department of Public Works Director.

*Mr. Carbonell called the meeting to order at 9:01 a.m. and provided remote meeting instructions.*

**Approve Minutes of 12/20/23**

The PBC considered the draft Minutes of 12/20/23. Ms. Darling noted a mistake as to the year she moved to Harvard. Mr. Carbonell made a motion to approve the Minutes of December 20<sup>th</sup>, as amended; Mr. Moeser seconded. All were in favor.

**Update on the DPW project**

The Members considered Invoice No. 12230573 from Weston & Sampson Engineers, Inc., (herein "W&S"). Mr. Moeser made a motion to approve the invoice in the amount of \$21,450; Mr. Carbonell seconded the motion. All were in favor.

Mr. Hayes reported on his attendance at the Select Board (herein "SB") meeting of the night prior. He indicated that the SB briefly discussed the DPW project and expressed what appeared to be unanimous sentiment that a project cost of \$9-10 million would likely be too high. Mr. Hayes confirmed that no decision was made by the SB regarding the direction of the project.

Mr. Carbonell stated that the SB's comments were in line with the PBC's prior inclination that the project would have a better chance of passing if a base bid is presented with prioritized deduct alternates and possibly an add alternate of the pole barn. Mr. Carbonell advised that W&S would be meeting with the project subcommittee at 11am. He invited all the PBC Members to join, reminding them that any communications would be limited by Open Meeting Law. Mr. Carbonell stated that he hopes the meeting will include a report of determination regarding the plumbing exiting the building. Mr. Hayes shared that he confirmed with Jim Garreffi, of Nashoba Associated Boards of Health, and Plumbing Inspector, Jim Bakun, that an additional sanitary line into the building for an additional bathroom is a viable option; Mr. Garreffi noted he would be concerned if there were too many twists and turns in the line. Mr. Carbonell indicated their approval of an extra sewer line will be helpful if it is determined that an extra bathroom is needed to meet ADA compliance.

**Update on COA solar project**

Mr. Hermann reported that it is pretty clear that the project will not move forward unless the project is reduced to 40 kilowatts with a plan to add more panels in the future. Mr. Carbonell and Mr. Hermann provided a summary of the situation for new member, Ms. Darling. Ms. Thompson confirmed that funding was approved at Town Meeting. Mr. Hermann noted that one difficulty is that they do not have data confirming the actual wattage need because the COA recently moved into the space. Mr. Carbonell and Mr. Hayes indicated that they do not believe a Purchase and Sale Agreement which reflects 40-kilowatt service has yet been drafted.

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

Mr. Carbonell provided a brief summary of the state of the project. Mr. Hayes reported that the SB appeared at their last meeting uninterested in committing to the Hazel property without confirmation that it would be a viable site. Mr. Hayes suggested that it would be helpful to have a current estimate for site prep of the parcel behind the existing Fire Station. Mr. Carbonell advised that the Board of Health can provide information from the perc tests performed at the Hazel property, but that additional boring tests would be needed to fully assess site viability. The Members agreed that the Hazel property is the only potentially viable site at this time. The attributed that in part to the estimated site preparation costs associated with parcel behind the current fire station and that the Fire Department's operations would be limited in the existing fire station during construction. The Members agreed that the possibility of qualifying for State funding to support the project is persuasive to move forward. Mr. Carbonell recommended that a small group of PBC Members present these thoughts to the SB; he stated he believes the Fire Chief is working on a worksheet of estimated costs. Mr. Carbonell indicated he will request a discussion time on the SB's next agenda. Mr. Moeser suggested that, in the interim, Kaestle Boos be approached to see what they would charge for an additional assessment including boreholes and a geo-tech report; Mr. Carbonell agreed to ask Ms. Sobalvarro to reach out to Kaestle Boos with this request.

### **Recruiting Members**

Mr. Carbonell advised that Ms. Darling was sworn in as a full Member of the PBC, and he expects that Carl Sciple will be sworn in shortly if not already. Mr. Carbonell suggested that any other individuals interested in joining the PBC might be added as an associate member.

### **Items for Next Agenda**

Mr. Carbonell suggested the PBC will next meet in two weeks.

### **Adjournment**

The meeting adjourned at approximately 9:36 a.m.

***Respectfully submitted,***

***Alison Flynn***

***Referenced Documents:***

- Posted Agenda
- Draft Minutes of 12/20/23
- Weston & Sampson Engineers, Inc., Invoice No. 12230573
- DPW Site Plans and Floor Concept Plans, dated 1/2/24