

Permanent Building Committee Meeting Minutes
Wednesday, April 13, 2022
Zoom Meeting
Approved: April 20, 2022

PBC Members present: Cindy Russo, Chair; Rick Maiore, Vice Chair; Corey Dufresne; Pablo Carbonell; Guy Herman; Jeff Hayes, Building Commissioner.

Attending: Debbie Thompson, COA Director; Guy Oliva, COA Representative; John Zychowicz, Chris Luchetti, Andrew Barro, DAI; Christina Silvestro; Beth Williams, COA; Joan Eliyesil, The Harvard Press.

Ms. Russo called the meeting to order at approximately 9:00 a.m.

REVIEW AND APPROVE MINUTES OF 3/23/22

Mr. Carbonell made a motion to approve the Minutes with his suggested revision; Mr. Dufresne seconded. All were in favor by roll call vote.

UPDATE ON THE COA PROJECT

Mr. Hayes reported on Bigelow Electric's ("Bigelow") assessment of the generator. He indicated that Bigelow pulled the generator apart, serviced it, hooked it up to a battery and advised that the generator is working properly. Mr. Hayes stated that the generator is currently set up to run through its recharging cycles on Tuesdays at 7:30 a.m. Mr. Hayes indicated that the generator is currently set up to refrigerate medical supplies and does not support the heating or life-safety systems. He further advised that he sent Ms. Russo and Ms. Sobalvarro a photograph of the panel.

The group considered whether it would be beneficial to include an add alternate for an upgrade generator. Mr. Barros advised that as the existing generator is 120/240 residential voltage and the new building requires a 120/208 volt, there is a voltage change issue. He indicated that hooking up anything other than the IT equipment and refrigerator to the current generator could be hazardous. Mr. Barros stated that a non-residential generator of the same size could support more but wouldn't be able to cover the heat entire building or even the large multi-purpose room. Mr. Barros confirmed that as the wiring is in the utility room with one conduit going out to the generator, an upgrade in the future could be accomplished without a large disruption to the rest of the building. He further advised that he does not believe there is an issue with keeping the current generator and will include an engraving on the panel restricting to installment of 120v circuits. Mr. Carbonell suggested the group confirm how the well is powered.

Mr. Carbonell stated Mr. Moeser reviewed the plans provided by DAI and that he agrees with all of Mr. Moeser's comments. Mr. Hayes indicated that he has not yet had the opportunity to review the plans. Mr. Hayes confirmed that Health Agent, Ira Grossman, indicated that the COA's intended use for a warming kitchen, without preparation and cooking foods, will not require an inground grease trap. Mr. Maiore requested written confirmation of the same; Mr. Hayes will follow-up with Mr. Grossman.

Mr. Herman stated that a goal of the Harvard Climate Initiative Committee (“HCIC”) is to decarbonize the Town of Harvard by 2050, and the PBC should be aware that with that comes the goal to electrify the Town Buildings, eliminating combustion. The DAI representatives confirmed that the COA’s HVAC system will be all electric, and the only fossil fuel used would be the natural gas line for the generator. Mr. Herman suggested that a future plan to replace the fossil fuel with solar panels and batteries would be in line with the HCIC’s goal.

Ms. Sobalvarro reported that she is working with DAI and Attorney Lanza on the contract, and last sent DAI communication on this the day before the meeting.

Mr. Barros advised that the life-safety measures currently include a battery back-up of 90-minutes per Code. He indicated that unless Chief Sicard provides a letter stating there will be adequate signal after construction, DAI will be required to include a bidirectional antenna, (“BDA”) which carries a significant estimated cost of \$50,000- 60,000, in the plan. Mr. Barros advised that Chief Sicard performed a signal test at the current site and received a near perfect signal. Ms. Thompson stated that one of the fire fighters advised her that is that the signal is unlikely to change post-construction because it is dependent on the windows which will not be altered. The group agreed it would be a cost benefit to leave the BDA out of the plans, if possible, and add it as a change order, if necessary. Mr. Barros confirmed a BDA also requires a 2-hour rated room for the BDA panel and indicated the attic would not be a preferred location because of the need for firefighter access. Mr. Carbonell noted the difficulty in adding a 2-hour room retroactively. Ms. Russo and Ms. Sobalvarro will contact Chief Sicard for more information.

Mr. Carbonell suggested sealing the cracks and repainting lines in the parking lot would be a good alternate; Ms. Russo and Ms. Thompson agreed. Mr. Luchetti confirmed that all the parking lot, including lining of the handicapped spaces, is outside of the existing scope. Mr. Carbonell and his son will measure the cracks and count lines to be painted; Mr. Luchetti asked that they reflect their work on the site plan. Ms. Sobalvarro will provide DAI with language describing crack sealing from past bids. Mr. Carbonell will provide DAI with the marked-up site plan by Saturday.

Mr. Herman stated that it would be great to get a landscape architect on board if there is money left in the budget; the Members and Ms. Thompson agreed.

Mr. Zychowicz advised that the budget reflects fluctuation in some of the items and more information provided to the estimator. He indicated that the BDA is not yet included in the budget.

The group agreed to a 1st alternate of the driveway work and a 2nd alternate of exterior painting. Mr. Herman asked whether an electric car charging station would also be worth considering. Mr. Barros confirmed this would fairly intrusive trenching, including to the existing structure. The group discussed that grants may be available for such work in the future.

UPDATE ON THE FIRE STATION PROJECT

Ms. Russo stated that there is nothing to discuss on the Fire Station Project.

UPDATE ON THE OLD LIBRARY ROOF PROJECT

Ms. Russo asked the PBC to consider Gale Associates Invoice No. 2203246, dated April 11, 2022, for \$900. Mr. Carbonell made a motion to approve the invoice; Mr. Dufresne seconded. All were in favor.

Ms. Sobalvarro reported that the preconstruction meeting was held last Thursday at 9am, and construction meetings will continue every Thursday at 9 a.m. at the site. Ms. Sobalvarro stated that she and Mr. Hayes will attend these meetings, and the PBC Members are welcome to join. She indicated that mobilization will be happening this Thursday. She stated that they will be using two large lifts because of the tight site. Ms. Sobalvarro stated that she has been receiving submittal logs, and that all submittals, except for the decorative copper, have been accepted. She advised that the first step on the project is the removal of the gutters to get the moldings for accurate replacement. Ms. Sobalvarro stated that the slate has arrived and will be stored on-site; the copper has also arrived and will be stored off-site. Ms. Sobalvarro stated that Mr. Hayes will certify the materials so the invoice can be processed for the Mass. Development Cultural Fund Grant to avoid ongoing reimbursable grant submittals. She also reported that she has been in communication with abutting residents and confirmed that the expected duration is through June. Ms. Sobalvarro stated that the tenant will be restricted to use of the front entrance, and that except for a need to access the attic during terracotta work, the contractor will not need to enter the interior of the building. She confirmed that Gale Associates continues to be amazing to work with.

MEMBER REPORTS

Mr. Herman agreed to continue attending the HCIC meetings. He advised that an alternative energy code has been approved and that regulations are being developed which may be voluntary for each Town. Mr. Herman reported that many Towns are beginning to pass bylaws about building codes, energy usage and electrification consistent with the 2050 goal. Mr. Herman indicated that a lot of grant money will be offered but the timing is currently unknown. He suggested that the PBC needs to commit to what the HCIC is recommending and advised that being aware of their actions will be important. Mr. Herman further suggested that the PBC consider adopting LEED standards for projects. He agreed to share with the PBC the draft documents he received from the HCIC.

CONSIDER ITEMS FOR THE NEXT AGENDA

The PBC agreed to meet on April 20th to provide final approval for the COA documents.

Ms. Russo adjourned the meeting at approximately 9:44 a.m.

***Respectfully submitted,
Alison Flynn***

Referenced Documents:

- Agenda
- Draft minutes of 3/23/22

- Gale Associates Invoice No. 2203246, dated April 11, 2022
- COA Project: Cost Breakdown Summary, 50% CD Estimate, dated 4/8/22
- COA Project: CD's for Owner Review, received 4/8/22
- COA Project: Cover sheet for specifications, received 4/8/22