

Permanent Building Committee Meeting Minutes
Wednesday, September 19, 2018
Volunteer Room, Town Hall
13 Ayer Road, Harvard, MA
Approved: October 3, 2018

PBC Members present: Rick Maiore, Steve Moeser, Carl Sciple, Cindy Russo, Corey Dufresne.

Attending: Alison Flynn, Clerk; Marie Sobalvarro, Assistant Town Administrator; Guy Oliva, Council on Aging (“COA”) Liaison/Non-voting, temporary member; Joan Eliyesil, The Harvard Press.

Ms. Russo called meeting to order at 8:03 a.m.

PUBLIC COMMENT

None.

REVIEW AND APPROVE MINUTES

The draft minutes of 9/6/18 were reviewed. Mr. Maiore made the motion to accept the minutes as presented; Mr. Sciple seconded. The vote was unanimous.

UPDATE ON TOWN PROJECTS: OLD LIBRARY ACCESSIBILITY, OLD LIBRARY ROOF, HILDRETH HOUSE PHASE 2, FIRE STATION STUDY COMMITTEE

Old Library Accessibility (“OLAC”)- Ms. Sobalvarro apprised the PBC of OLAC committee’s update to the Select Board of 9/18/18, and provided the updated budget spreadsheet for the PBC’s review. She indicated that the sub-bids for masonry and metals were higher than budget, and the General Contractor bids were significantly higher. Ms. Sobalvarro also advised that they have not carried for a Clerk-of-the-Works, which she believes is necessary. She stated received one estimate for Clerk-of-the-Works based on 120 days and 80/hours week for \$13,000. Additionally, Ms. Sobalvarro said she is waiting to hear back on whether insurance for the project will need to be increased. She advised that the current plan of OLAC was to ask the Capital Planning and Investment Committee (“CPIC”) for additional funds to cover the gap in the budget, and she expected this amount could be \$195,000 to \$240,000, but she will work to confirm the amount. Ms. Sobalvarro explained that the HazMat budget went down because it included assessment and mitigation, and no HazMat were found.

The members discussed briefly whether raising the vestibule floor is a necessary expense. Ms. Russo questioned whether the PBC has the jurisdiction to make decisions on the project. Ms. Sobalvarro agreed to request the Select Board make a determination of whether the PBC should get involved, and will request that CPIC maintain status quo until the Select Board can make such a determination.

Ms. Sobalvarro confirmed that the Massachusetts Cultural Facilities Fund grant, a reimbursable grant, needs to be in process by 2020, and is not limited to the interior improvements.

Old Library Roof- Ms. Sobalvarro reported that Eagle Enterprises, a contractor recommended by manufacturer of the existing slate tile, offered to provide an assessment for reuse of real slate versus replacement using fake slate tile. Ms. Sobalvarro learned that the labor for use of fake slate is more costly, but the material itself is the same as real slate. Eagle Enterprises would charge \$4,500 for the assessment and preparation of a build spec for Harvard's use when going out to bid. Ms. Sobalvarro plans to get other quotes. Mr. Maiore and Ms. Russo agreed that Eagle Enterprises' quote did not seem unreasonable. The fee for the assessment and preparation of a build spec will be paid from the public building's maintenance account.

Fire Station traffic study- Ms. Sobalvarro provided a draft spec for the traffic engineering study, and explained her proposed revisions. The members agreed that the consideration of the two Still River trucks will be the baseline, not an addition. The PBC members asked that Ms. Sobalvarro request that the traffic study report delineate how the traffic pattern would work with the Fire Expansion, with the Hildreth Phase 2 Expansion, and with both the Hildreth Phase 2 Expansion and the Hildreth proposed housing. Ms. Sobalvarro confirmed that the traffic study should be completed this fall with presentation at Public Meeting.

Hildreth House, Phase 2- The PBC members agreed that they will need to wait to weigh in on the Request for Qualifications until they have the traffic study results.

CONSIDER ITEMS FOR FUTURE AGENDAS

Proposed items for the next agenda were discussed. It was agreed that the PBC will next meet at 8 a.m. on Wednesday, October 3rd.

ADJOURNMENT

Ms. Russo made a motion to adjourn at 8:45 a.m.; Mr. Moeser seconded. A unanimous vote was received.

Respectfully submitted,

Alison Flynn, Clerk

Documents Referenced:

- Agenda
- Minutes from 9/6/18 meeting
- OLAC budget spreadsheet
- Traffic Engineering Study Draft Spec