

Permanent Building Committee Meeting Minutes
Wednesday, September 15, 2021
Zoom Meeting
Approved: September 22, 2021

PBC Members present: Cindy Russo, Chair; Rick Maiore, Vice Chair; Steve Moeser; Pablo Carbonell; Jeff Hayes, Facilities Manager/Building Inspector.

Attending: Guy Oliva, Council-on-Aging (“COA”) Subcommittee Representative; Tim Kilhart, Department of Public Works (“DPW”) Director; Chief Rick Sicard & Lt. Bill Barton, Harvard Fire Department; Kevin Witzell, Kaestle Boos; Beth Williams, COA; Joan Eliyesil, The Harvard Press.

Ms. Russo called the meeting to order at 9:03 a.m., and read aloud the Remote Meeting Preamble.

REVIEW AND APPROVE MINUTES OF 9/8/21

The members reviewed and revised the draft minutes of 9/8/21. Mr. Carbonell made a motion to approve the minutes as corrected; Mr. Maiore seconded. All were in favor.

REVIEW FIRE STATION FEASIBILITY & SPACE NEEDS STUDY

Ms. Russo explained the reason for the discussion was to prepare the study to be presented to the Select Board & Capital Committee with an appropriate recommendation. Chief Sicard indicated that he felt the study was a very thorough and forward-thinking outline of what the Fire Department (“FD”) needs now and will need in the future. Mr. Carbonell noted that the study clearly details the ways in which the existing building is deficient, but was not sure there was a clear recommendation of where to go from here. Mr. Maiore concurred, and added that the location conditions have changed since the report was completed. Mr. Witzell explained that the predominant charge was to assess the current building conditions and to test fit the determined needs on three potential sites. Ms. Russo expressed concern that the estimated \$17.5 million cost without land purchase could be the reason that there has not been any action since the report was completed. She questioned whether it is possible to scale back on the space needs to present a more palatable cost estimate. Mr. Moeser asked whether the deficiencies currently pose public safety concerns. Lt. Barton and Chief Sicard explained that the deficiencies put the health and safety of the fire fighters at increased risk as they are putting on gear within close proximity to moving apparatuses, and are regularly exposed at the Fire Station to carcinogens because there are no hot, warm, and cool zones. Chief Sicard stated that there is a current need for sleeping quarters during storm standby; he indicated some fire fighters then have no other choice but to sleep in the fire trucks because of lack of space. Chief Sicard indicated that recent studies have highlighted the increased risks of cancer to fire fighters and effectiveness of such hot, warm, and cool zones. Ms. Russo, Mr. Maiore, and Mr. Moeser agreed to meet with Chief Sicard, Lt. Barton, and Mr. Witzell to discuss whether the needs list can be reduced and how the study can be best presented. Chief Sicard will coordinate scheduling of the meeting.

UPDATE ON THE LANCASTER COUNTY ROAD PROJECT

Mr. Hayes reported that only the appliances that the COA installs will need to be energy compliant. He also reported that sprinklers will not be required if a two-hour fire wall from the floor to the roof deck is installed to section off 500 or 400 square feet. Mr. Moeser reported that the meeting with the architects included Ms. Thompson's expression of her requirements, another look at the HVAC system, consideration of the location of the patio, and the architects' recommendation for inclusion of photoelectric panels on the roof. Mr. Carbonell confirmed that discussions were centered around Scheme B. The members agreed that purchase documents will need to include contingencies that the sewer and public water supply meet full compliance. Mr. Oliva noted that a movable wall in the main room would be preferable because of the installation of an audio-video system. Ms. Thompson suggested that the moveable wall and a generator for a warming/cooling station be included as alternates. Mr. Oliva questioned whether solar panels could damage the relatively new roof. Ms. Russo will ask the architects to meet with the PBC next week, with the MEP report provided in advance.

PREPARE SPACE NEEDS ANALYSIS PRIORITY RANKINGS FOR THE DPW PROJECT

Mr. Hayes reported that he received confirmation from the State Fire Marshal's Office that the project will need sprinklers. Mr. Hayes indicated that the most feasible solution is to install a properly sized cistern that will feed off the well, though he noted that running a line out to the municipal water supply at Ayer Road would also be possible. Mr. Kilhart explained how he ranked his priorities for the space needs analysis. The PBC members agreed with his rationale and Ms. Russo asked he provide this explanation with the rankings to CBI. Mr. Kilhart suggested he ask CBI to provide the cost estimate for his comment by the end of the month, and presentation thereafter to the PBC on 10/6/21. Mr. Kilhart noted his disappointment that the need for sprinklers will likely push the cost above as allocated by CPIC. Mr. Maiore made the motion to authorize Mr. Kilhart to proceed with CBI as discussed; Mr. Carbonell seconded. All were in favor.

UPDATE ON THE OLD LIBRARY ROOF PROJECT

Mr. Maiore made a motion to approve Gale Associate's invoice for services totaling \$1,205; Mr. Moeser seconded. All were in favor. Ms. Russo will reach out to Ms. Sobalvarro to request she forward the overall budget for the library roof project. Mr. Moeser advised that the contractor walk-through is scheduled for 9/29/21.

ITEMS FOR THE NEXT AGENDA

The members agreed to meet next week with the DAI architects, if available.

Mr. Maiore made the motion to adjourn at 10:05 a.m.; Mr. Moeser seconded. All were in favor.

Respectfully submitted,

Alison Flynn

Referenced Documents:

- Agenda
- Draft minutes of 9/8/21
- Fire Station Feasibility & Space Needs Study report
- DPW Project: Program Needs Priority List
- Gale Associates invoice of 9/9/21