

Permanent Building Committee Meeting Minutes
Wednesday, January 19, 2022
Zoom Meeting
Approved: January 26, 2022

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

Attending: Marie Sobalvarro, Assistant Town Administrator; Debbie Thompson, COA Director; Guy Oliva and Beth Williamson, COA.

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

REVIEW AND APPROVE MINUTES OF 12/01/21

The PBC Members reviewed and discussed revisions to the draft Minutes. Mr. Carbonell made a motion to approve the Minutes of 12/1/21 as amended; Mr. Dufresne seconded. All were in favor.

UPDATE ON THE COA PROJECT

Mr. Hayes confirmed that his conversations with Mr. Grossman were regarding installation of an under-sink grease trap to be designed by the architect. Mr. Hayes stated that Mr. Grossman understands is that the plan is for a warming kitchen. Mr. Hayes also confirmed that he contacted the DEP regarding the Public Water Supply and was told they will reach out with any concerns, though none are anticipated. Mr. Hayes confirmed that a sprinkler system is not required. The PBC reviewed and offered comments on the draft contract from DAI.

The PBC Members discussed whether the use of solar panels should be explored at this time; Ms. Sobalvarro suggested that this should be addressed at a later stage. She advised that the Town will have to vote to lease the roof and that National Grid will have to determine whether they can accept the energy. Mr. Hermann suggested they include a structural assessment to confirm that the roof as built can support solar panels. Mr. Hayes advised that he would be surprised if the roof was not able to handle the added weight of solar panels. He also confirmed that the COA would not need to vacate the building during solar panel installation. The subcommittee agreed to continue to prepare comments on the contract for further review by the PBC.

Ms. Russo requested the Members consider payment of DAI Invoice No. DG-000037814, dated December 21, 2021 in the amount of \$6,800, which is their final invoice for first phase. Mr. Moeser made the motion to approve payment; Mr. Dufresne seconded. All were in favor by roll call vote.

UPDATE ON THE OLD LIBRARY ROOF PROJECT

Ms. Sobalvarro advised that the contractor is busily engaged in submittals and the architects are working with MJM. She reported that the architects will be providing a sample of the existing slate as well as a slate sample from the North Country Unfading Black for the PBC to approve a

color. Ms. Sobalvarro confirmed that historical society does not need to weigh-in on the slate appearance as long as there is no deviation from the plan. Ms. Russo stated that it is important that all the PBC members approve of the slate color.

Ms. Sobalvarro also asked for the PBC's approval of a project budget to be submitted to the MA Cultural Commission as a precursor for receiving the \$200,000 reimbursement grant. The Members suggested the inclusion of a contingency for masonry and drainage repairs to cover the difference between the actual budget and available funding. Mr. Moeser made a motion to approve the budget as discussed; Mr. Hermann seconded. All were in favor by roll call vote.

Ms. Russo expressed interest in preparing budget spreadsheets for the COA and Old Library projects to help track approved invoices and change orders. Mr. Herman volunteered to work on this. Ms. Russo will reach out to Chelsea Knott to see if Gale already has a similar spreadsheet for the Old Library project.

Ms. Russo requested the PBC Members consider Gale Invoice No. 2112252, dated January 10, 2022, in the amount of \$777.50. Mr. Maiore made a motion to pay the invoice; Mr. Carbonell seconded. All were in favor by roll call vote.

UPDATE ON THE DPW PROJECT

Ms. Russo asked the PBC consider Socotec's final invoice for the project, Invoice No. 34560, dated November 23, 2021, in the amount of \$4,167. Mr. Carbonell made the motion to pay the invoice; Mr. Maiore seconded. All were in favor by roll call.

Ms. Sobalvarro confirmed that the Capital Committee voted not to recommend additional funding for the project, but has not yet submitted their list of recommendations to the Select Board.

UPDATE ON THE FIRE STATION PROJECT

There were no updates for discussion on the Fire Station project.

CONSIDER ITEMS FOR THE NEXT AGENDA

The PBC Members agreed to meet the following week.

Ms. Russo made the motion to adjourn at approximately 9:43 a.m.

Respectfully submitted,

Alison Flynn

Referenced Documents:

- Agenda
- Draft minutes of 12/1/21
- DAI Invoice No. DG-000037814, dated December 21, 2021
- Socotec's Invoice No. 34560, dated November 23, 2021
- Gale Construction Submittal Tracking Form
- Old Library roof and drainage budget spreadsheet
- Gale Invoice No. 2112252, dated January 10, 2022, in the amount of \$777.50