

Permanent Building Committee Meeting Minutes
Wednesday, April 17, 2019
Volunteer Meeting Room, Town Hall
13 Ayer Road, Harvard, MA
Approved: May 1, 2019

PBC Members present: Cindy Russo, Chair; Steve Moeser; Corey Dufresne; Rick Maiore.

Attending: Alison Flynn, Clerk; Carl Sciple, Clerk-of-the-Works, OLAC; Guy Olivera, Hildreth House Phase II Rep.; Joan Eliyesil, The Harvard Press.

Ms. Russo called the meeting to order at 8:02 a.m.

PUBLIC COMMENT

Ms. Eliyesil indicated she was asked to convey the message that the COA are concerned that they will not be prepared to go to CPIC with the project in the fall. Ms. Russo indicated the PBC has not dawdled, and that it is expected that Hildreth Phase II will have an architect in May.

REVIEW AND APPROVE MINUTES OF 4/10/19

Mr. Moeser made a motion to approve the draft minutes of April 10, 2019, as amended; Mr. Dufresne seconded. All were in favor.

HILDRETH HOUSE PHASE 2- UPDATES

The members discussed the role of the PBC once the contract is signed with the architect, and agreed that the PBC should act as a filter between the architects and the COA. The members confirmed their understanding that the PBC will help keep the architect and the proponent on path, and will point out when COA and architect decisions will affect budget. They also discussed that Mr. Olivera will become a full member of the PBC for this project, and will report back to the PBC on scheduled meetings between the COA and the architects. The members also confirmed that the proponent, and not the PBC, will be the one to stand up at Town Meeting.

FIRE STATION EXPANSION- RESPONSES TO FIRE STATION ASSESSMENT RFQ

Ms. Russo provided a chart listing the rankings of each applicant by each PBC member and Chief Sicard. The scores showed that The Carrel Group was the front runner. The members discussed their scoring of each applicant and decided to interview The Carrel Group, Caolo & Bieniek Associates, TGAS, Inc., and Keastle Boos Associates. Ms. Russo will ask Ms. Sobalvarro to schedule interviews on May 1st or, alternatively, on May 22nd. Chief Sicard will reach out to the Fire Chiefs who have prior experience with the interviewees prior to the next meeting.

OLD LIBRARY ROOF- UPDATES

None.

ITEMS FOR FUTURE AGENDAS

Future agenda items were not discussed.

ADJOURNMENT

The meeting adjourned at 8:38 a.m.

Respectfully submitted,

Alison Flynn, Clerk

Documents Referenced:

- Agenda
- Draft Minutes of 4/10/19
- Fire Station Assessment Applications of The Carrel Group, Caolo & Bieniek Associates, TGAS, Inc., and Keastle Boos Associates, DAI, Inc., and Allen Lieb Architects & Associates