

**Permanent Building Committee Meeting
Minutes of Tuesday, October 18, 2016
Town Hall, Room 229**

Call to Order: Wayne Klocko called the meeting to order at 7:03 p.m.

Meeting Attendees:

PBC Members

Diane Jurmain, Wayne Klocko (Chairman), Jon Wine, Kim Borst (Secretary)

Other Attendees

Brian Main (Project Manager – Town of Millis), Richard Barrett (Fire Chief – Town of Millis), Christopher Soffayer (Police Chief – Town of Millis)

Police Station

CDR issued their final punch list which is being worked on by the various sub-contractors. The goal is to have it finalized by 11/5. As-Builts are targeted for completion by November 1st. A dedication ceremony is planned for 11/5.

The following COR's were discussed and voted on.

COR #17 – Comprised of a revised roof edge detail credit of \$1,000, concrete curbing around HC space in the amount of \$2,081.00, and site changes necessary in order to comply with the approved site plan in the amount of \$8,414.00. Total change order amount is \$9,495.00.

Jon Wine made a motion to authorize approval of Change Order #17 in the amount of \$9,495.00. Diane Jurmain seconded the motion and it passed unanimously.

COR #18 – Includes a general conditions credit for security of \$7,800.00 and for Eversource overhead wires \$5,893.00. Surveying work for slab elevation and lines for \$901.00, replace stone swale and sod \$5,432.00, relocated electrical panel \$3,755.00, louver change/add heat in electrical room \$8,065.00, add lighting in attic space \$1,975.00. The total amount for this change order is \$6,435.00

Diane Jurmain made a motion to authorize approval of Change Order #18 in the amount of \$6,435.00. Jon Wine seconded the motion and it passed unanimously.

COR #19 – Covers the cost for a platform and ladder for the mechanical room. The amount of the COR is \$9,120.00. It is necessary as the building permit is contingent on permanent access to that area.

John Wine made a motion to authorize approval of Change Order #19 from Agostini Construction in the amount of \$9,120.00. Diane Jurmain seconded the motion and it passed unanimously.

Fire Station

The color boards are expected to be ready by the next PBC meeting on 11/1. The committee has requested that CDR present a rendering of the new fire station at that time as well.

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An alternative canopy design with pricing was originally on the agenda to be presented at this meeting. Due to some unforeseen conditions that have been uncovered during the demo process at the fire station, the feeling is that the canopy is less of a priority than fixing what was found. Masonry patching, additional windows and roofing that were not included in the original scope but that need to be replaced, water proofing, and mold removal are a few of the needed repairs. The thought is that this work can be done instead of the canopy which was next on the list of add-als. A cost estimate for this work is being developed and will need to be presented to the selectmen for their approval.

Furniture purchases for lockers and recliners were discussed with the committee.

Chief Barrett presented a quote from MassCor for handmade, wooden lockers for the fire station. The lockers will be similar to those used in the new police station except that they will be made from wood rather than metal. Each locker will cost \$686.92 to make. The total for building the lockers is \$10,990.72. Installation will be an additional expense.

Diane Jurmain made a motion to recommend to the Board of Selectmen that they approve the purchase of wooden lockers for the fire station from MassCor in the amount of \$10,990.72. Jon Wine seconded the motion and it passed unanimously.

Chief Barrett presented a quote for the purchase of 4 recliners for the fire station from DreamSeat in the amount of \$3,167.45.

Wayne Klocko made a motion to approve the purchase of 4 recliners from DreamSeat in the amount of \$3,167.45. Jon Wine seconded the motion and it passed unanimously.

The possibility of automatic doors for the fire station to make it more handicap accessible was brought up. The cost for automatic doors will be looked into for both the police and fire stations.

DPW

The architect candidates' interviews were reviewed with committee members that weren't present at that meeting.

Jon Wine made a motion to enter into negotiations with SGH for DPW roof design and repair. Diane Jurmain seconded the motion and it passed unanimously.

Jon Wine will reach out to SGH to ask for their fee proposal to review prior to 11/1.

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Invoices

Agostini's application for payment #251-15 for September in the amount of \$265,766.42 was reviewed by the committee.

Jon Wine made a motion to pay Agostini Construction Co., Inc. \$265,766.42 for services provided. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule in the amount of \$450.24 for Beta Group for professional services from July 30, 2016 – September 2, 2016 was presented.

Jon Wine made a motion to pay Beta Group \$450.24 for services provided. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for TCG Network Services for computer set-up and configuration at the new police station was reviewed.

Jon Wine made a motion to pay TCG Network Services \$4,656.25 for services provided. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for CDW-G for technology items for the new police station was reviewed.

Jon Wine made a motion to pay CDW-G \$1,801.71 for technology items. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for B & H Photo for two televisions and mounts for the new police station was reviewed.

Jon Wine made a motion to pay B & H Photo \$660.89. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for Bellingham Electric for appliances for the new police station was reviewed.

Jon Wine made a motion to pay Bellingham Electric \$3,561.00. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for Wrightline, LLC for monitor trees and associated shipping costs for the new police station was reviewed.

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Diane Jurmain made a motion to pay Wrightline, LLC \$3,156.68 for goods provided. The motion was seconded by Jon Wine and passed unanimously.

A bills payable schedule for Donnegan Systems, Inc. for the addition of combination locks to the lockers at the new police station was reviewed.

Jon Wine made a motion to pay Donnegan Systems, Inc. \$1,012.00. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for CDR Maguire, Inc. for professional services rendered from August 1, 2016 – August 31, 2016 was reviewed.

Jon Wine made a motion to pay CDR Maguire, Inc. \$14,091.61. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for W.B. Mason for additional office supplies for the new police station was reviewed.

Jon Wine made a motion to pay W.B. Mason \$1,918.97. The motion was seconded by Diane Jurmain and passed unanimously.

Minutes

Minutes from 10/4/16 were presented to the committee for approval but were held over due to necessary voting members being absent.

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 9:45 p.m. The motion was seconded by Jon Wine and passed unanimously.

Submitted by:

Kimberly Borst

Secretary, Permanent Building Committee

The next meeting of the Permanent Building Committee is scheduled for November 1, 2016 at 7 p.m.