

Permanent Building Committee Meeting
Minutes of Tuesday, February 23, 2016
Town Hall, Room 130

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

Meeting Attendees:

PBC Members

Wayne Klocko (Chairman), Craig Schultze, Pat Sheehan, Jon Wine, Kim Borst (Secretary)

Other Attendees

Keith Edison (Town of Millis – Chief of Police), Brian Main (Town of Millis – Project Manager), Chris Smith (Town of Millis – Chairman, Board of Selectmen)

Police/Fire Project:

General Update

There is concern about moisture within the concrete slab. This issue was discussed at a special meeting with flooring subs and they are looking into suitable options. Estimates are being procured and details are being sorted through.

Agostini has been asked to look into pricing on doing a whole new ceiling over the apparatus bay. The current ceiling is coming down due to deterioration. The goal would be to have an impervious waterproof/resistant membrane. It wouldn't make sense to do this piece without a new roof. If this comes to fruition, it would need to be done out of sequence during the warm weather because the trucks would need to be kept outside.

Technology Update

Keith Edison reviewed the proposed technology plan and pricing from Valley Communications Systems with the Committee. He distributed a quote for the telephone system (Handout A). The quote for the phone system totaled \$28,051.24. Valley came back with a price of \$112,787.60 for the rest of the technology needs for the police and fire stations (Handout B). A competitive bid came through Agostini for a higher amount of \$207,037.00 (Handout C).

Klocko asked Edison to get a meeting together with the technology group to look closely at the quote and make sure that it includes everything. Klocko suggested that this should be finalized as soon as possible making sure that everything is included and that we are as close to the \$475,000 budget number as possible.

Budget Update

Kim Borst presented a revised budget sheet reflecting some suggestions from the PBC at last meeting as well as additional information about how money had been reallocated between line items. (Handout D)

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Discussion ensued about at what point things should be included in the budget sheet and about the PBC's lack of authority to approve/authorize spending. Going to the Selectmen multiple times for the same items has become very time consuming.

COR 20.1/CCD #8

Brian Main presented COR 20.1/CCD #8 for the cost to remove organics under the footings at the police station site in the amount of \$11,962.00 to the committee.

Pat Sheehan made a motion to approve COR 20.1/CCD #8 in the amount of \$11,962.00 to remove organics under the footings. Craig Schultze seconded the motion and it passed unanimously.

Invoices

A bills payable schedule for PK Associates, Inc. dba Briggs Engineering & Testing, for \$6,578.00 was presented.

Pat Sheehan made a motion to pay PK Associates, Inc. dba Briggs Engineering & Testing, \$6,578.00 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for CDR Maguire for services rendered through December 31, 2015 was reviewed.

Pat Sheehan made a motion to pay CDR Maguire \$10,783.54 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for Compass for services rendered through December 31, 2015 was reviewed.

Pat Sheehan made a motion to pay Compass Project Management \$824.00 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for Briggs Engineering & Testing for services rendered through December 26, 2015 was reviewed.

Pat Sheehan made a motion to pay Briggs Engineering & Testing \$3,211.00 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for Beta Group for services rendered through August 28, 2015 was reviewed.

Pat Sheehan made a motion to pay Beta Group \$1,296.75 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

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A bills payable schedule for SGH for services rendered through December 31, 2015 was reviewed.

Pat Sheehan made a motion to pay SGH \$5,834.79 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for Norfolk County Registry of Deeds for the Deed Restriction filing for the fire station was reviewed.

Pat Sheehan made a motion to pay Norfolk County Registry of Deeds \$101.00 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

Minutes

Meeting minutes from 2/9/16 were presented and reviewed.

Craig Schultze made a motion to accept the minutes of 2/9/16 as written. The motion was seconded by Jon Wine and passed unanimously.

Adjournment

Pat Sheehan made a motion to adjourn the meeting at 9:05 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 will be held on March 8, 2016, 7 p.m. at the Town Hall, room 130.