

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: December 12, 2022	Time: 7:30 PM	Location: Zoom Cloud
Attendance		
PPBC Members:	Present: Stuart Chandler, Richard Creem, Lynne Deninger, George Kent, Roy Schifilliti, Irwin Silverstein	
Absent:	Gene Voloshin	
BDCD Staff:	Hank Haff (Director) Ken Sargent (Senior Project Manager)	
User Representatives:	John Schlittler Michael Greis Anne Gulati LeeAnn Sutton Erhardt Graeff Kim Hewitt Barry Dulong	Police Chief, Public Safety Complex Rep. School Committee, Emery Grover Rep. School Finance Director, Emery Grover & SMP Rep. Fine & Performing Arts Director, Sound & Light Rep. Library Trustee, Library Space Utilization Rep. Library Director, Library Space Utilization Rep. Bldg Maintenance Director, Ridge Hill Rep.
Other Attendees:	Deborah Robinson Michele Rogers Brandon Creel	Bargmann Hendrie + Archetype Dore + Whittier Architects Hewshott International, LLC
Minutes prepared by:	Kathryn Copley	Administrative Specialist

This meeting was posted on the Town web site on December 8, 2022, as a:

Virtual Meeting at the Zoom Cloud Meetings

Meeting ID # 88414728107

<https://us02web.zoom.us/j/88414728107>

with the following instructions:

To view and participate remotely in this meeting on your computer, at the above date and time, go to [www.zoom.us](https://us02web.zoom.us/j/88414728107), click "Join a Meeting" and enter the Meeting ID: 884-1472-8107 Or join the meeting at link: <https://us02web.zoom.us/j/88414728107>

A. Approval of Minutes

The Committee reviewed the minutes from the November 28, 2022 PPBC meeting. Mr. Kent made a motion that the Committee approve the minutes as presented. Ms. Deninger seconded the motion. The motion was then voted upon and approved 4 yeas - 0 nays - 2 abstain.

B. Public Safety Complex & Fire Station 2

John Schlittler (Police Chief) and Ken Sargent (BDCD) attended the meeting remotely.

Mr. Sargent reported that Deputy Chief Baker will take the lead with the New Era Technology installation of the recording equipment and door control in dispatch. The person from the technology department who was doing this work will be leaving for another position in Newton.

The police department warranty walk through will take place in January at the eleven-month mark.

Documents: None

C. Emery Grover Building / Hillside

Michael Greis (School Committee), Anne Gulati (School Finance Director), Deborah Robinson (BH+A), Hank Haff and Ken Sargent (BDCD) attended the meeting remotely.

Mr. Sargent reported that M. O'Connor Contracting plans to mobilize on site on January 3, 2023. They will do tree work in the first week and anticipate delivery of the construction trailers the second week. MOCC are refining the full construction schedule. They have setup Procore and are working on submittals for long lead items. They are also working on ordering long lead items.

The move to Hillside is on track to start December 21st. The Emery Grover staff have started purging and packing.

Mr. Sargent reported on the progress on the Hillside Renovation. The sprinkler work is substantially complete as is the electrical work. The electrical panels are anticipated to arrive on December 19th. It is anticipated that a certificate of occupancy will be issued by December 20th.

Mr. Dulong reported that the boiler is up and running although there are some control issues. ENE is coming out to reload the entire DAU platform software. The blowers in the unit ventilators are not working until the new DAU platform is installed. The electrical upgrade is done. The LED light replacement will occur at night in January.

The anticipated cost log for Hillside consists of three items totaling \$4,943.77.

Mr. Chandler made a motion that the Committee approve the following requisition for payment:

J.J. Cardosi Construction	Req. #5 thru Nov. 2022	\$ 250,391.11
---------------------------	------------------------	---------------

Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously - 7 yeas - 0 nays – 0 abstain.

Mr. Chandler made a motion that the Committee approve the following invoice for payment:

Bargmann Hendrie + Archetype	October 2022 Services	\$ 9,686.25
------------------------------	-----------------------	-------------

Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously - 7 yeas - 0 nays – 0 abstain.

Documents: Invoices, Updated Budget

D. Ridge Hill Demolition

Barry Dulong (DPW), Ken Sargent and Hank Haff (BDCD) attended the meeting remotely.

Mr. Chandler made a motion that the Committee approve the following invoice for payment:

Dore + Whittier Architects	November 2022 Services	\$	2,250.00
----------------------------	------------------------	----	----------

Ms. Deninger seconded the motion. The motion was then voted upon and approved unanimously - 6 yeas - 0 nays – 0 abstain.

Documents: Invoice

E. School Master Plan

Anne Gulati (School Finance Director), Michael Greis (School Committee), Michele Rogers (D+W), and Hank Haff (BDCD) attended the meeting remotely.

Ms. Rogers reviewed the one-page summary sheet with the four options. This will be sent to the participant of the Chairs meeting scheduled for December 16 to discuss the financing plan.

Option D is the least expensive and will be completed the fastest. Ms. Rogers noted that the extra time and cost of delaying to follow Option C may negate the MSBA money received.

The School Department and Finance Committee will be making the final decision on which option to follow. The PPBC will engage as needed going forward. Mr. Kent indicated that the PPBC has completed its job.

As noted in previous meetings these updated project costs include 6% escalation for projects completed prior to 2030 and 4.5% for those completed after that date. The original cost estimates were produced in 2020. The various options are:

Option Aa. Status Quo (grade configuration) with 5-section Mitchell 1st MSBA project, Pollard 2nd MSBA project and High Rock 3rd MSBA project. The estimated cost increased from \$391.3M to \$406.2M. The cost estimate includes a temporary elementary school at DeFazio parking lot and capital estimated additional improvement costs to maintain the buildings until they are renovated. This Option is not completed until 2046. Mr. Greis noted that MSBA views Mitchell as the highest priority. However, getting MSBA support on three consecutive projects in short order is very optimistic.

Option E .Status Quo (grade configuration) with 4-section Mitchell 1st MSBA project, Pollard 2nd MSBA project, High Rock 3rd MSBA project and Eliot addition. The estimated cost increased from \$392.3M to \$404.4M. The estimate includes a temporary elementary school at DeFazio parking lot and estimated additional capital improvements to maintain the buildings until they are renovated. The last phase with Eliot School expansion is not completed until 2053.

Option C1a. with Pollard (grades 6-8) as 1st MSBA project, High Rock as an elementary school, and a 3-section Mitchell as the 2nd MSBA project. The estimated cost went from

\$327.0M to \$349.2M. The estimate notes estimated additional capital improvements to maintain the buildings until they are renovated. The three-school project could be completed by 2036 if all goes according to the schedule. Mitchell students would move into High Rock in 2030.

Option D1a. with Pollard (grades 6-8) as the 1st project (non-MSBA), High Rock as an elementary school, and a 3-section Mitchell as the 2nd project with MSBA funding. The estimated cost went from \$314.4M to \$334.2M. The estimate notes estimated additional capital improvement costs to maintain the buildings until they are renovated. This option provides the earliest completion date in 2034 and the lowest total cost. The unknown on all the options is if the MSBA will participate and provide some reimbursement to the town.

Documents: One page Options Summary, Executive Summary

F. Theater Sound & Light Study

Anne Gulati (School Finance Director), LeeAnn Sutton (Fine & Performing Arts Director), Brandon Creel (Hewshott International), and Hank Haff (BDCD) attended the meeting remotely.

Mr. Creel reported on the progress so far on the study. He spent two days in November in Needham surveying the auditoriums, meeting with the stakeholders, attended a rehearsal of Shrek at the Newman School and a band concert at the High School. He gathered information and listened to what was needed. Those observations and discussions have been documented in meeting notes and summarized for the stakeholders. He plans to meet again on January 11th.

Ms. Gulati thought that the process was very collaborative and thoughtful discussions were had with the stakeholders.

Mr. Haff noted that the schools have been renting temporary equipment due to equipment failures at all three schools. The next step is to prepare an outline of equipment, options, phasing, and preliminary costs.

Mr. Chandler made a motion that the Committee approve the following PSS from Hewshott International for rigging inspection and review:

Hewshott International	PSS #1	\$ 8,675.00
------------------------	--------	-------------

Ms. Deninger seconded the motion. The motion was then voted upon and approved unanimously - 8 yeas - 0 nays – 0 abstain.

Mr. Chandler made a motion that the Committee approve the following invoice for payment:

Hewshott International	November 2022 Services	\$ 11,000.00
------------------------	------------------------	--------------

Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously – 8 yeas - 0 nays – 0 abstain.

Documents: Agenda, Invoice, PSS

G. Library Space Utilization Study

Erhardt Graeff (Library Trustee), Kim Hewitt (Library Director), Hank Haff (BD CD) attended the meeting remotely.

Mr. Haff noted that the Library Space Utilization Study RFQ for design services was advertised and made available on December 8th, the briefing is scheduled for December 14th and the submissions are due on January 12, 2023. The final report is due in July 2023. The committee agreed that Ms. Deninger, will join Mr. Graeff, Ms. Hewitt and Mr. Haff for the review of the proposals prior to the Committee discussion on January 23, 2023.

The renovation was 16 years ago, and the use of the space has changed. The goal of the study is to determine how to best use the existing spaces. The current open floor plan is not quiet. The library is going through a strategic planning process which is ongoing and anticipated to be done in February.

Documents: RFQ

H. Center at the Heights Space Utilization Study

Barry Dulong (DPW), Hank Haff (BD CD) attended the meeting remotely.

Mr. Chandler made a motion that the Committee approve the following invoice for payment:

Bargmann Hendrie + Archetype September 2022 Services \$ 9,750.00

Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously – 7 yeas - 0 nays – 0 abstain.

Documents: Invoice

I. Other Business

The Committee discussed the officers for the coming year. It was decided that the current chair and vice chair appointments stay the same thru 2023. It was pointed out that Committee members should think about who the next vice chair would be and decide before January 2024 so the anticipated transition of the vice chair to chair would be seamless with someone stepping in as vice chair. October was suggested as a goal to identify the next vice chair.

Mr. Kent made a motion maintain the current appointments of Mr. Chandler as chair and Mr. Creem as vice chair until the beginning of January 2024. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously – 6 yeas - 0 nays – 0 abstain.

J. Adjournment

Mr. Chandler made a motion to adjourn. The meeting was adjourned at 8:47 PM. The next PPBC meeting is scheduled for Monday, January 9, 2023, at 7:30 PM, on Zoom Cloud Meetings.

These minutes are intended to convey the content of the discussions at the Committee meeting. If no comments are received by the next meeting, they will go to file as part of the permanent Committee record.