

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: February 27, 2023	Time: 7:30 PM	Location: Zoom Cloud Meeting
Attendance		
PPBC Members:	Present: Stuart Chandler, Richard Creem, George Kent, Irwin Silverstein, Gene Voloshin	
	Absent: Lynne Deninger, Roy Schifilliti,	
BDCD Staff:	Hank Haff (Director)	
User Representatives:	Tim McDonald Barry Dulong Anne Gulati	Director Health & Human Serv., CATH Rep. Bldg. Maintenance Director, CATH and RTU Rep. School Finance Director, RTU Rep.
Other Attendees:	Rachel Young Matthew DiSalvo	Bargmann Hendrie + Archetype GGD Consulting Engineers
Minutes prepared by:	Kathryn Copley	Administrative Specialist

This meeting was posted on the Town web site on February 23 2023, as a:

Virtual Meeting at the Zoom Cloud Meetings

Meeting ID # 88414728107

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

with the following instructions:

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A. Approval of Minutes

The Committee reviewed the minutes from the February 13, 2023 PPBC meeting. Mr. Silverstein made a motion that the Committee approve the minutes as presented. Mr. Kent seconded the motion. The motion was then voted upon and approved 4 yeas - 0 nays – 0 abstain.

B. CATH Space Utilization Study

Tim McDonald (Health & Human Services), Barry Dulong (DPW), Rachel Young (BH+A) and Hank Haff (BDCD) attended the meeting.

Ms. Young indicated that there have been weekly meetings with Mr. McDonald, Mr. Dulong and user groups to review what is desired at the CATH. Many of the issues were identified in the June 2020 UMass post occupancy evaluation report. A list of potential projects has been

prioritized and was reviewed for the Committee. There are seven alternates that have been identified (with total project costs noted)–

Alternate 1: Convert Residential Kitchen to Commercial Kitchen	\$920,000
Alternate 2: Swap Locations of Fitness Room and Game Room	\$263,000
Alternate 3A: Vestibule Addition	\$297,800
Alternate 3B: Accessible Parking (stripping by Town)	NA
Alternate 4: Renovate Basement for Program Room	\$743,000
Alternate 5: Furnish Roof Deck	\$177,700
Alternate 6: Café Lounge	\$578,000
Alternate 7: Office Reconfiguration	\$ 19,000

Alternate 1- is the kitchen conversion. The kitchen conversion from residential to commercial was previously studied by SOCOTEC and a conceptual design was developed in a 2022 report. The hard cost estimate for that design was \$1,019,455. This would increase to about \$1.3M with soft cost and contingency. BH+A reviewed the design to identify what was driving the costs. Many infrastructure changes were proposed in the SOCOTEC design which increased the costs. BH+A proposed a revised conceptual design reusing the existing infrastructure. The estimated project cost of the revised design is \$920,000.

What is driving the redesign of the kitchen is BID Needham Hospital is in the process of eliminating the preparation of meals for the CATH –“Meals on Wheels” program. The hospital has been paid to prepare these meals for over 50 years. Having a commercial kitchen at the CATH would allow this program to continue. Additional staff would be needed to supplement the volunteers in preparing the meals. Mr. McDonald is getting information from other communities on how they operate their program and associated operating budgets.

Alternate 2- includes swapping the fitness room with the game room. The current fitness room is 1,000 sqft and the current game room is 1,300 sqft. The fitness room is heavily used and additional equipment could be added in a larger space. The ping pong table and computer tables would be eliminated in the game room in the swap. The pool table equipment will fit in the smaller space.

Alternate 3A- is the vestibule addition. Four options for a vestibule at the rear of the building were developed. At the multipurpose room entrance near the kitchen there is an interior and exterior option. If the Café Lounge option is chosen, a door could be installed with either an interior or exterior vestibule. Handicapped access and door security would be included with all options.

Alternate 3B -is the additional accessible parking. Three handicapped parking spaces are proposed at the rear of the building near the multipurpose room.

Alternate 4- is renovating the basement for program space. The basement was originally designed to be fitted out in the future as program space or game room. The low ceiling height meets code.

Alternate 5- is to furnish the roof deck. More shading would be furnished along with additional seating. The 2,000 sqft space is under furnished. The roof deck has been either too cold or too hot to use extensively. The roof deck was not designed to be an enclosed space

and the building was not designed structurally to support a second floor over that space. The cost of a structural upgrade and adding a second floor would be very expensive.

Alternate 6- adds a Café Lounge. A Café Lounge could be installed where the current fitness room is. This would mean the game room would perhaps move upstairs or in the basement instead of in the former fitness room.

Alternate 7 -is an office reconfiguration. This would reconfigure the offices to add more private space for the social workers to meet with clients. The downstairs offices would be used by the social workers as they are enclosed, and the computer room would be converted into shared office space.

Mr. Silverstein inquired as to what the status of the roughly \$600,000 raised and held by the Friends of the Center at the Heights during the construction of the center. Mr. McDonald believes that there is roughly \$175,000 to \$190,000 remaining. The money is used for various needs of the center. He thought the funds could possibly be used for additional items not included in the renovation budget like nice furniture and not for actual construction, but the funds are controlled by the Friends of the Center at the Heights. Mr. Silverstein also suggested getting input from the users to help prioritize any improvements.

Documents: Slideshow presentation

C. RTU Replacement at Broadmeadow and Eliot Schools

Anne Gulati (School Finance Director), Barry Dulong (DPW), Hank Haff (BDGD) and Matt DiSalvo (GGD) attended the meeting.

Mr. Haff distributed the Report dated 2/27/23 to the committee last week. Mr. DiSalvo reviewed the report that covered existing conditions at both the Eliot and Broadmeadow Elementary Schools and options for replacing the nine RTU's. The electrification of the system to reduce the carbon footprint was also looked at in the study. Replacement in kind with gas fired units was an option. This can be done but under the new stretch energy code energy recovery wheels will be required after July 2023. The mechanical system payback was reviewed. A photovoltaic option was evaluated for potential electrical offset. This should be studied in detail in the future when the roofs require replacement. Some roof areas will need to be repaired. The Broadmeadow roof has surpassed its life cycle warranty and the Eliot School roof is approaching the end of its life cycle warranty, yet both roofs may have an additional 5-10 years of life if minor annual maintenance continues.

The numbers presented include construction costs and do not include soft costs, owner's contingency, or construction contingency. The total estimated cost is \$9.9M.

The next steps include working on a one-page summary of options.

Mr. Dulong indicated that there is funding for the detailed design. It is anticipated that work at the Eliot School would take place in the summer of 2024 and work at the Broadmeadow School would take place in the summer of 2025.

Documents: Report dated 2/27/23

D. Adjournment

The meeting was adjourned at 9:11 PM.

The next PPBC meeting is scheduled for Monday, March 13, 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.