PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: April 27, 2015	Time: 7:30 PM	Location: Library

Attendance

PPBC Members:	Present: George Kent, Natasha Espada, Paul Salamone, Roy Schifilliti, Peter Schneider, Irwin Silverstein Absent: Stuart Chandler,	
	Steve Popper (PFD-C Director of Design and Construction) Hank Haff (Project Manager) Phaldie Taliep (Project Manager)	
User Representatives:	Heidi Black	School Committee, Hillside Rep.
	Susan Neckes	School Committee, Hillside Rep.
Other Attendees:	Lee Storrs	CDMSmith
	Richard Buccella	CDMSmith
	Cal Olson	Drummey Rosane Anderson
	Rick Zimbone	Finance Committee
	Don Walters	Dore & Whittier Architects
	Michele Rogers	Dore & Whittier Architects
	Jason Boone	Dore & Whittier Architects
Minutes prepared by:	Kathryn Copley	Administrative Specialist

A. St. Mary Street Pump Station

Lee Storrs and Richard Buccella (CDMSmith) attended the meeting.

Mr. Storrs reported on the progress of the project. There are currently no issues that appear to affect the end date with resolution of the SCADA system a concern. The window trim is being installed. The ceiling grid was installed throughout the administration area. The exterior lights have been mounted. The permanent light fixtures have been installed.

HVAC ductwork is ongoing. The pumps and electrical switch gear have been installed. The intake and discharge process piping has been installed. The pads for the pumps are scheduled to be placed tomorrow. The landscaping plants are to be tagged this week.

The Committee reviewed Requisition #16 from Waterline Industries in the amount of $388,102.30 for work thru April 2015. The requisition was reviewed and approved by CDMSmith and Mr. Taliep. Mr. Kent made a motion that the Committee approve the requisition for payment. Mr. Schifilliti seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from BETA Group in the amount of $8,719.44 for services thru March 2015. The invoice was reviewed and approved by Mr. Taliep. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Schifilliti seconded the motion. The motion was then voted upon and approved unanimously.

It was recommended that the phone system should be a Samsung Phone System to be consistent with what the Town has in nineteen buildings. Specifying the Samsung Phone System would allow integration to the Towns system. Mr. Taliep sent the specifications to Computer Telephone, Inc. and they provided a quote of $9,806.64 for the voice/telephone system as a proprietary purchase. The Committee voted acceptance.

The SCADA work is ongoing.

Handouts: CDMSmith update, Updated budget, Schedule, Waterline Req. #16

B. <u>DPW Vehicle Storage Bays</u>

The Committee reviewed an invoice from Kamco Supply in the amount of $105.20 for additional keys to the building. The invoice was reviewed and approved by Mr. Taliep. Mr. Kent made a motion that the Committee approve the invoice for payment. Ms. Espada seconded the motion. The motion was then voted upon and approved unanimously.

C. <u>High School Expansion</u>

Heidi Black, Susan Neckes (School Committee), Rick Zimbone (Finance Committee) and Cal Olson (DRA) attended the meeting.

Mr. Kent reported that the School Committee presented the High School Expansion project at the Finance Committee meeting. The Finance Committee voted against supporting the $500,000 design request for the May 2015 Annual Town Meeting. The Finance Committee feels there are too many questions regarding the future student enrollment and the cost of the project. There was agreement that a cafeteria expansion was needed but not the classroom addition.

It is now expected that $150,000 will be requested as an amendment for the design of the cafeteria expansion only. The classroom expansion may come up again in the future. The School Committee feels strongly that a classroom expansion is needed. The School Committee will address the storage area at their meeting tomorrow night.

The warrant article regarding the Construction Manager at Risk (CMR) for the High School will be withdrawn as construction for the cafeteria alone will not support an argument to amend the M.G.L. statute regarding the use of CMR on a public project.

DRA reviewed the Executive Summary of the draft of their Educational & Space Needs Assessment & Options Report with the Committee. The Committee felt that the report was comprehensive and accepted the report.

The PPBC will gather typical per square foot building construction data for the Town's committees.

Handouts: Draft of Educational & Space Needs Assessment & Options Report

D. Hillside School Feasibility Study

Heidi Black, Susan Neckes (School Committee), Don Walter, Michele Rogers and Jason Boone (Dore & Whittier) attended the meeting.

Dore & Whittier reviewed the progress to date. They anticipate a meeting with the School Committee on May 5th, 19th and June 2nd. Their consultants have visited the sites and draft reports have been submitted for review. The wetlands boundaries at the Hillside School site have been determined. School programming meetings have been held and programming needs for the school outlined, which will be presented to the School Committee.

The MSBA schedule was discussed. A Preliminary Design Program (PDP) including an Educational Program and Space Summary, Site Assessment and Preliminary Evaluation of Alternatives needs to be approved at PPBC's June 1st meeting and submitted to the MSBA on June 11th. Discussion for the need of a public presentation was discussed and would be targeted for late June.

A Preferred Schematic Report (PSR) is to be submitted for approval at the July 27th PPBC meeting and submitted to the MSBA on August 6th. The PSR will include a final evaluation of the Alternatives and definition of a Preferred Option.

There are nine potential building options on four sites. The sites are the present Hillside Elementary School site, DeFazio Park (east and west), Pollard Middle School and the Town Forest. All options were presented to the Committee.

The Town Forest site near the High Rock would require an extensive permitting effort, jurisdictional transfers and a Massachusetts legislative approval process that would likely delay the project if the site is selected. Grading the site would be extensive as there are heavy rock outcroppings in the area and blasting would be required.

Mr. Kent made a motion that the Committee remove Option F at the Town Forest site off of High Rock Street from further consideration. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

Building in the rear adjacent to the Pollard Middle School would encroach on the playing field in back of the school and overbuild the site related to zoning and reasonable circulation expectations.

Mr. Silverstein made a motion that the Committee remove Option G at the Pollard School site from further consideration. Mr. Schifilliti seconded the motion. The motion was then voted upon and approved unanimously.

The remaining sites are the current Hillside School site and East or West DeFazio Park, with the potential of temporary modular classrooms at DeFazio if Hillside is selected. If a new 6th grade center is selected as a preferred option of a new school at DeFazio Park then the conversion of the High Rock School to an elementary school remains an alternative.

Mr. Popper will meet with Mr. Gutekanst to update him on the study information to date.

Handouts: Handout of power point presentation

E. Adjournment

The meeting was adjourned at 10:35 PM.
The next PPBC meeting will be on Monday, May 18, 2015 at 7:30 PM, at the Needham Library Community Room.

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.