

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: February 22, 2016

Time: 7:30 PM

Location: Needham Town Hall

Attendance

PPBC Members: Present: George Kent, Stuart Chandler, Paul Salamone, Roy Schifilliti
Irwin Silverstein

Absent: Natasha Espada, Peter Schneider

Steve Popper (PFD-C Director of Design and Construction)

Hank Haff (Project Manager)

Phaldie Taliep (Project Manager)

Mike Retzky (Project Manager)

User Representatives: Dennis Condon Fire Chief, Police/Fire Stations Rep.
John Schlittler Police Chief, Police/Fire Stations Rep.
Susan Neckes School Committee, Hillside Rep.
Heidi Black School Committee, Hillside Rep., H.S. Rep.
Aaron Sicotte H.S. Assist Princ/H.S. Rep.
Matt Toolan Park & Rec. Commissioner, Rosemary Rep.
Patty Carey Park & Rec. Director, Rosemary Rep.

Other Attendees: Kate Fitzpatrick Town Manager
Chris Coleman Assist Town Mgr./Dir of Operations
John Connelly Finance Committee
Joel Bargmann Bargmann Hendrie & Archetype
David DiCicco Park & Rec. Commissioner

Minutes prepared by: Kathryn Copley

Administrative Specialist

A. Approval of Minutes

The Committee reviewed the minutes from the January 25th PPBC meeting. Mr. Kent made a motion that the Committee approve the minutes. Mr. Schifilliti seconded the motion. The motion was then voted upon and approved unanimously.

B. Police & Fire Stations Feasibility Study

John Schlittler (Police Chief), Dennis Condon (Fire Chief), Kate Fitzpatrick (Town Manager) and Chris Coleman (Assist Town Mgr.) attended the meeting.

The RFQ was sent out for review. Several comments were received and incorporated into the document. The RFQ will be available on February 24th. A briefing session is scheduled for March 2nd and the responses will be due on March 16th. Mr. Retzky will be the project manager.

Police Chief John Schlittler and Fire Chief Dennis Condon will be the user group representatives to the PPBC.

Funds were approved at the November 2015 Special Town Meeting for the Fire Station #2 Feasibility Study. After some consideration it was felt that design aspects of Fire Station #2 were intermingled with Fire Station #1 and the Police Station. It made sense to combine the two studies so that the architect would study both locations concurrently. Funds for the Police Station and Fire Station #1 were appropriated at the February 2016 Special Town Meeting.

The chiefs indicated that larger capacity for vehicles, personnel and public spaces is needed. The police and fire stations should be designed to serve the community over the next 75 years. It is anticipated that several options regarding new construction, renovation and additions and phasing will be addressed in the study.

A public information session will be scheduled for one of the future PPBC meetings.

Work on Fire Station #2 is expected to precede work on the Police/Fire Station #1. Design funds for Fire Station #2 will most likely be sought at the May 2017 Annual Town Meeting.

Handouts: None

C. Hillside School Feasibility Study

Susan Neckes, Heidi Black (School Committee), Don Walter and Jason Boone (D&W) attended the meeting.

Mr. Haff reported that several meetings have taken place to discuss design characteristics, programming, room data sheets and exterior discussions. A Leadership presentation was held today with school staff to start dialog as to what the building should look and feel like. The Architect is looking at materials that mimic a wood-like feeling and that would blend into the community, neighborhood and site. They will be looking at solar and geothermal energy possibilities in the design process. Perhaps the building should be solar ready for future needs.

The closing date of the sale of the Central Avenue site is scheduled for March 1st. An escrow account will be set up with the amount of \$200,000 set aside to deal with any

contamination on the site. Any remaining funds would be turned over to the seller upon completion of the remediation.

The Committee reviewed PSS #7r from Dore & Whittier Architects in the amount of \$113,970 for the Early Demolition Documents for Central Avenue. Mr. Kent made a motion that the Committee approve PSS #7r. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed PSS #8r from Dore & Whittier Architects in the amount of \$12,005.00 for additional environmental services for 609 Central Avenue. Services will include survey, hazmat testing, and landscape design. Mr. Kent made a motion that the Committee approve PSS #8r. Mr. Schifilliti seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from Dore & Whittier Architects in the amount of \$10,125.00 for services thru January 2016. The invoice was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from Dore & Whittier Architects in the amount of \$16,615.00 for geotechnical services thru January 2016. The invoice was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Chandler seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Draft Schedule, PSS #7r & 8r

D. High School Cafeteria Expansion

Heidi Black (School Committee), Aaron Sicotte (H.S. Assist. Principal) and Cal Olson (DRA) attended the meeting.

Mr. Taliep indicated that meetings have occurred with the contractor and with Mr. Sicotte to discuss the project logistics. Mr. Taliep has met with the Building Inspector to discuss requirements.

It is anticipated that during the April school vacation the Contractor will mobilize on site and enclose the exterior space and proceed with demolition of the exterior cafeteria wall. Plywood will be installed as a barrier replacing the storefront windows which will be demolished. The Contractor will stay on site after that to prepare for new foundations, slab installation and tie in of the existing building. The Contractor will need to start steel erection in June in order to be finished by August 2016.

Comments were made by Mr. Salamone on the importance of assuring that air quality within the cafeteria would not be compromised by the ongoing work outside the building.

The Committee reviewed PSS #4 from DRA in the amount of \$1,767.17 for Bidding document print services. Mr. Kent made a motion that the Committee approve PSS #4. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed CO #1 from Paul J. Rogan Co., Inc. in the amount of \$2,287.00 for Builders Risk Insurance. The change order was reviewed and approved by the Architect and Mr. Taliep. Mr. Kent made a motion that the Committee approve CO #1. Mr. Sicotte seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed two invoices from Drummey Rosane Anderson Architects in the amounts of \$1,577.24 and 25,004.50 for services thru December 2015 and January 2016. The invoices were reviewed and approved by Mr. Taliep. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed Payment Requisition #1 from Paul J. Rogan Co., Inc. in the amount of \$43,497.65 for bonds and general liability. The requisition was reviewed and approved by the Architect and Mr. Taliep. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Sicotte seconded the motion. The motion was then voted upon and approved unanimously.

Mr. Kent requested a schedule from the GC as soon as possible. Mr. Taliep reported that they were fine tuning the schedule.

Handouts: Pay Application #1, updated budget

E. Rosemary Pool

Matt Toolan (Park & Recreation Commissioner), Patty Carey (Park & Rec. Director) and Joel Bargmann (BH+A) attended the meeting.

Mr. Bargmann reported on the progress of the project. The upper parking lot has been laid out and the access road is shown at a more gradual grade of a 6% slope, a change from the current 14% slope. A subterranean water retention and dispersal system under the lower parking lot is being suggested.

There is a compensatory storage issue that will add a significant cost component to the project budget. The issue results from the weir level and a flooding observation made some 22 years ago that is in difference to the currently identified FEMA flood plain. There are several possible solutions being investigated.

Currently a parallel project to dredge the lake is being developed. This would result in an approximate \$500,000 saving to the Rosemary Project. It is anticipated that both projects can start in Fall 2017.

The Architect is looking at framing the second story with wood. Exterior siding would consist of Hardy Board construction.

Handouts: Preliminary project schedule, Power Point Presentation

F. Adjournment

The meeting was adjourned at 9:50 PM.

The next PPBC meeting will be on Monday, March 21, 2016 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.