

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: April 11, 2016

Time: 7:00 PM

Location: Needham Library

Attendance

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

Absent: Natasha Espada

Steve Popper (PFD-C Director of Design and Construction)
Mike Retzky (Project Manager)

User Representatives: Dennis Condon Fire Chief, Police/Fire Stations Rep.
John Schlittler Police Chief, Police/Fire Stations Rep.

Minutes prepared by: Kathryn Copley Administrative Specialist

A. Approval of Minutes

The Committee reviewed the minutes from the March 21st PPBC meetings. Mr. Kent made a motion that the Committee approve the minutes. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

B. Police & Fire Stations Feasibility Study

John Schlittler (Police Chief) and Dennis Condon (Fire Chief) attended the meeting.

Five design firms were invited for interviews tonight: Donham & Sweeney Architects, Dore & Whittier Architects, HKT Architects, Kaestle Boos Associates, Inc. and Winter Street Architects. The five firms made their presentations and answered questions.

Mr. Retzky reported that the references for all firms were positive. The Committee discussed the presentations, qualifications and experience of the firms. After discussion the Committee voted to rank the five firms. The number one ranked firm was Kaestle Boos Associates, Inc. The Committee agreed to go forward with Kaestle Boos Associates, Inc.

Handouts: Power point presentations from Dore & Whittier & HKT Architects.

C. High School Cafeteria

The Committee reviewed an invoice from Drummey Rosane Anderson in the amount of \$6,832.50 for services thru March 2016. The invoice was reviewed and approved by Mr. Popper. 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.

D. Hillside School Feasibility Study

The Committee reviewed an invoice from Dore & Whittier Architects in the amount of \$4,328.50 for services thru February 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.

The Committee reviewed an invoice from Project Dog in the amount of \$275.00 for the bid management fee for the Hillside School at Central Ave Site Preparation. The invoice was reviewed and approved by Mr. Haff. 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.

E. Salt Shed Construction

The Committee reviewed an invoice from the Commonwealth of Mass DEP in the amount of \$2,455.00 for the Tier II Fee for the year ending April 2, 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.

F. Adjournment

The meeting was adjourned at 10:20 PM.
The next PPBC meeting will be on Wednesday, April 27, 2016 at 7:30 PM, at the Needham Town Hall, Great Plain 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.