

PERMANENT PUBLIC BUILDING COMMITTEE
TOWN OF NEEDHAM
MINUTES OF MEETING

Date: September 12, 2016

Time: 7:00 PM

Location: Library

Attendance

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

Steve Popper (Director of Design and Construction)
Hank Haff (Sr. Project Manager)
Mike Retzky (Project Manager)

User Representatives: Kate Fitzpatrick Town Manager, DPW Study Rep.
Rick Merson DPW Director, DPW Study Rep.
Matt Borelli Selectman, Memorial Park Rep.
Heidi Black School Committee, Hillside Rep., H.S. Rep.
Aaron Sicotte High School Principal, H.S. Rep.
Susan Neckes School Committee, Hillside Rep.,

Other Attendees: John Bulian Selectman
John Connelly Finance Committee
David Davison Finance Director
Jeff Alberti Weston & Sampson
Joe Fitzpatrick Weston & Sampson
Cal Olson Drummey Rosane Anderson

Minutes prepared by: Kathryn Copley Administrative Specialist

A. Approval of Minutes

The Committee reviewed the minutes from the August 22nd PPBC meeting. Mr. Chandler made a motion that the Committee approve the minutes. Ms. Black seconded the motion. The motion was then voted upon and approved unanimously.

B. DPW Feasibility Study

Kate Fitzpatrick (Town Manager), Rick Merson (DPW Director), Jeff Alberti, Joe Fitzpatrick (Weston & Sampson) and several Needham residents attended the meeting.

Mr. Kent welcomed the attendees and explained that all capital projects are studied and that there is a parallel study of the police and fire stations currently underway. The studies look at all possible solutions and alternatives for the project.

Mr. Borelli noted that there is a Selectman's meeting scheduled on Tuesday, September 20 in Powers Hall at the Town Hall to discuss the possible future use of Parcel 74. A letter had

been sent out on Thursday, September 8 from the Selectmen noting tonight's PPBC meeting and the possibility of using a small portion of Parcel 74 for an off season DPW equipment storage garage and possibly using the site as a temporary home for Fire Station #2 during the reconstruction of the station.

Mr. Alberti presented the progress to date thru a power point presentation. The DPW history, responsibilities of the DPW and the current building condition was presented. The reasons why a new facility was needed was reviewed. The two sites that were considered (current DPW site and RTS) were reviewed. The decisions on what led to choosing the current site at 400 Dedham Avenue were set out. Parcel 74 on Greendale Avenue was identified as a possible site for an off season storage garage.

Mr. Kent invited comments from the audience. The majority of the audience members were abutters or close neighbors of Parcel 74 on Greendale Avenue. Some of the concerns expressed were; residents made feelings clear at 5/16 ATM, voted not to transfer land from Park & Rec, no development wanted on Parcel 74, short notice of the meeting, fear that if storage building is allowed, more buildings and usage will be added in future, increased traffic to an already burdened area, will already have increase in traffic due to 526 units of housing nearby on A Street and 2nd Ave., loss of the buffer that Parcel 74 affords residents from 128, addition of another traffic light if Fire Station #2 is temporarily located on Greendale, possible increase in accidents and road rage, area residents tired of ongoing construction in the area, environmental impact of using Parcel 74, opposition to tree removal, increase of cut thru traffic on roads in the Greendale area. Suggestions were made to locate off season storage at RTS, place the temporary fire station at the Industrial park, the old Hillside School, the old salt shed site or a Quonset hut at the Daley Building behind Fire Station #2.

Mr. Borelli stressed that the resident have been heard and their comments will be taken under advisement. Invited everyone to the September 20 Selectmen's meeting.

The Committee reviewed an invoice from Weston & Sampson in the amount of \$4,400.00 for services thru July 2016. The invoice was reviewed and approved by Mr. Popper. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Merson seconded the motion. The motion was then voted upon and approved unanimously.

Handout: none

C. Memorial Park Building and Grounds Feasibility Study

Matt Borelli (Selectman) attended the meeting.

Mr. Retzky reported that proposals were received from two firms on September 1st. The firms were TBA Architects, Inc. and Winter Street Architects, Inc. The proposals were distributed to the Committee. The Town has worked with Winter Street Architects before. The Committee decided that the two firms will be invited to interview at the next PPBC meeting on September 26th. Mr. Retzky will contact the two firms and set up interview times.

D. High School Cafeteria Expansion

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

The cafeteria expansion area is in use. School opened on August 31st and the new space has received rave reviews from the students and staff. The space is seamless to the existing cafeteria and looks like it has always been there. Mr. Sicotte reported that the Superintendent has had a meeting for 700 in the space and a 160 person HS staff meeting has also been held in the space.

Mr. Haff reported on the progress of the project. Punch list items are being worked on after school hours. The landscaping work will start on September 15th. The trees were flagged today at the nursery. They will be working outside during the school hours and after. The movable partition is being installed. The electrical punch list is mostly complete. The shade installation is expected the week of September 19th. The O&M manuals are expected by early October.

The final Certificate of Occupancy is anticipated by September 27th. The contractor will remove the trailer on October 1st.

The Committee reviewed an invoice from Drummey Rosane Anderson in the amount of \$4,555.00 for services thru August 2016. The invoice was reviewed and approved by Mr. Popper. 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.

The Committee reviewed Change Order #7 from Paul J. Rogan Co., Inc. in the amount of \$13,497.00. The change order is for the additional floor tile work discussed at the last PPBC meeting. The CO was reviewed and approved by the Architect, Mr. Popper and Mr. Haff. Mr. Kent made a motion that the Committee approve CO #7. Mr. Schifilliti seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed Payment Requisition #9 from Paul J. Rogan Co., Inc. in the amount of \$123,321.08 for work thru September 12, 2016. The requisition was reviewed and approved by the Architect and Mr. Haff. 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.

The Committee reviewed an invoice from Mass Corrections in the amount of \$13,616.75 for seating within the FF&E budget. The invoice was reviewed and approved by Mr. Haff. 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.

The Committee reviewed an invoice from Valley Communications in the amount of \$85,096.73 for audio visual equipment within the technology budget. The invoice was reviewed and approved by Mr. Haff. 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.

The anticipated cost log has items that total \$26,500.00 and includes indoor air quality testing, additional speaker request, additional access panels and additional smoke detectors. The contingency balance is in the amount of \$290,185.83.

Handouts: Payment App #9, updated schedule, anticipated cost log, budget update

E. Hillside School – Central Ave Remediation and Demolition

Heidi Black (School Committee) attended the meeting.

Mr. Retzky reported on the status of the demolition bids. A telephone hearing with the Office of the Attorney General office was held on August 30th. The determination of the Office of the Attorney General office was received on September 7th. The protest is allowed and Green Environmental, Inc. will be awarded the contract. Ramco Survey Stake Co., Inc. was notified and the notice to proceed was rescinded.

The bid from Green Environmental, Inc. was accepted with three of the deduct alternates in the amount of \$362,775. 609 Central Avenue, 603 Central Avenue and 45 Sunset Road will remain. The kick off meeting with the Contractor is scheduled for September 14th. The Contractor will be asked what the MBE/WBE participation is.

A Special Town Meeting will be held on October 5th with a warrant article to appropriate for the Hillside School Construction. The School Department and School Committee are hosting an open house meeting at the current Hillside School on October 1st. An informational meeting at the Center at the Heights is scheduled for October 27th.

The Central Ave site will be fenced in and house foundations will be demolished by December with the land regraded. Grass will be planted by April 2017.

It will be spring before it will be apparent whether the schedule can officially be revised for a September 2019 school opening. Several things need to fall into place before that determination can be made and it will be decided during the design phase. The Town and MSBA are interested in an accelerated schedule which would save money and allow an earlier transfer of students from the current Hillside School. The design phase and design review time would have to be compressed.

The Committee reviewed an invoice from NW Pest Control in the amount of \$500.00 for August pest control services. The invoice was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the invoice for payment. Ms. Black 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 \$59,523.84 for services thru July 2016. The invoice was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the invoice for payment. Ms. Neckes seconded the motion. The motion was then voted upon and approved unanimously.

Mr. Haff reported that the soil remediation at the Central Avenue site is complete. A little under \$77,000 is left of the \$200,000 placed into escrow to cover the remediation costs. The remaining amount can be returned to the seller. Mr. Haff will inform Town Counsel that all invoices have been paid.

Handouts: Agenda, Demolition bids, Revised PSS# 7r

F. Adjournment

The meeting was adjourned at 9:20 PM.

The next PPBC meeting will be on Monday, September 26, 2016 at 7:30 PM, at the 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.