

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: November 18, 2019	Time: 7:30 PM	Location: Town Hall
Attendance		
PPBC Members:	Present: George Kent, Stuart Chandler, Richard Creem, Natasha Espada, Irwin Silverstein, Roy Schifilliti Absent: Gene Voloshin	
BDCD Staff:	Steve Popper (Director of Design and Construction) Hank Haff (Sr. Project Manager) Mike Retzky (Project Manager) Steve Gentile (Project Manager)	
User Representatives:	John Schlittler Dennis Condon Rick Merson Anne Gulati	Police Chief, Public Safety Complex/FS2 Rep. Fire Chief, Public Safety Complex/FS2 Rep. DPW Director, Central Ave Rep. School Finance Director, School Master Plan Rep.
Other Attendees:	Myles McDonough Don Walter Joel Bargmann Reese Schroeder	Consigli Construction Dore & Whittier Architects, Inc. Bargmann Hendrie & Archetype Bargmann Hendrie & Archetype
Minutes prepared by: Kathryn Copley Administrative Specialist		

A. Approval of Minutes

The Committee reviewed the minutes from the November 4, 2019 PPBC meeting. Mr. Chandler made a motion that the Committee approve the minutes as presented. Mr. Silverstein seconded the motion. The motion was then voted upon and approved.

B. Public Safety Complex & Fire Station #2

Dennis Condon (Fire Chief), John Schlittler (Police Chief) and Myles McDonough (Consigli) attended the meeting.

Mr. McDonough reported on the weathertight progress of the headquarters building. No full days have been lost since the last meeting. The three key sub-contractors, the roofer, the framer and the water-proofer, have committed to the schedule to get the building weathertight by December 20th. The goal is to enclose the building so the interior work that is sensitive to weather can be started. The roofer is starting tomorrow with blocking. Selected trades are working overtime. The inside of the building is ahead of schedule.

Installation of the overhead doors is anticipated to start November 25th and should be complete by December 6th. Consigli is in communication with the Building Commissioner.

The scheduled move in of Fire Station 2 into the temporary facility at 28 Glen Gary Road is anticipated to be December 6th. (since moved to December 16th)

Handouts: Schedule Update

C. Central Ave Storage/Jack Cogswell Building

Rick Merson (DPW) and Steve Gentile (BDCD) attended the meeting.

Mr. Gentile reported on the progress of the project. The project is 99% complete. The TCO was received on November 15th. The building can be used; however Green Mountain will be erecting the communications tower and will be using the paved area in front of the building for staging. The Committee asked that there be a fence around the tower.

The new entry will be opening soon. (since targeted for December 3rd) New traffic signing will be installed prior to the opening.

Punch list items are being worked on. The security system is being installed. The retention basin is being completed. A phone line is needed for the building. Some site clean-up is required. The land court issues are being resolved.

Handouts: Agenda, Photos, Punch list, Budget update

D. Mitchell Modular Classrooms

Don Walter (Dore & Whitter) and Mike Retzky (BDCD) attended the meeting.

Mr. Retzky reported on the progress of the project. The landscape restoration is complete. The second hydroseeding was done and is germinating. A landscape inspection will be scheduled in the spring. Punch list work is ongoing. Only a few items are remaining.

The modular classroom doors were re-keyed, and a master made up. The handrail on the 2014 modular building was repaired in October.

The budget summary was reviewed, and the anticipated cost log is the same. A change order is anticipated next month. The PA system will be done as soon as Harbor Networks can schedule the work.

The Committee reviewed Requisition #10 from Triumph Modular in the amount of \$6,900.00 thru for release of retainage. The requisition was reviewed and approved by Dore & Whittier and Mr. Retzky. 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 Dore & Whittier Architects in the amount of \$1,125.00 for services thru September 2019. The invoice was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Agenda, Req., Inv., Punch list, Budget update

E. Emery Grover Building Study

Anne Gulati (School Finance Director), Joel Bargmann, Reese Schroeder (BH+A) and Hank Haff (BDCD) attended the meeting.

Mr. Bargmann and Mr. Schroeder reviewed several site options. The Stephen Palmer site option would include a 2,000 square foot day care, accommodating 15 children, and the full 3,500 square foot School IT department. The building would have three floors and a basement.

The Stephen Palmer site and the Greene's Field site are both owned by the Town for school purposes. The two properties could be consolidated. Another possibility is to flip the building and the field at the site and have the building on Great Plain Avenue next to the YMCA and have the playing field on May Street in the residential area. The playground would remain where it is. From a town planning point of view this flip is preferable.

Several options at the Emery Grover site were reviewed. One option that was studied was to put the addition at a 90-degree angle from the existing building. This option did not help with parking spaces and for various other reasons was dismissed. Another option was keeping the façade, demolishing the back of the building and adding new construction. This option would not have room for the day care, a large conference room or the School IT department. This option however would be partially eligible for CPA funds. There would be 53 parking spaces and on street parking could be used. Another option of an addition at the rear of the building was reviewed. This option is complicated because of the floor elevation differences. This option also would be eligible for CPA funding at a greater extent than the façade option.

If the school administration were to be placed at the Hillside School building the only option would be a new building.

The Committee reviewed two invoices from Bargmann Hendrie + Archetype in the amounts of \$9,800.00 and \$14,700.00 for services thru October 2019. The invoices were reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the invoices for payment. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: None

F. Adjournment

The meeting was adjourned at 9:25 PM.

The next PPBC meeting is scheduled for Monday, December 2, 2019 at 7:30 PM, at the Needham Town 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.