PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: February 24, 2020	Time: 7:30 PM	Location: PSAB

Attendance

PPBC Members:	Present: Stuart Chandler, Richard Creem, Natasha Espada, George Kent, Irwin Silverstein Absent: Roy Schifilliti, 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:	Susan Neckes	School Committee, School Master Plan Rep.
	Rick Merson	DPW Director, Central Ave Storage Rep.
	John Regan	Fleet Supervisor, Central Ave Storage Rep.
Other Attendees:	Barry Dulong	Bldg. Maintenance Div.
	Cecelia Simchak	Bldg. Maintenance Div.
	Don Walter	Dore & Whittier Architects, Inc.
	Michele Rogers	Dore & Whittier Architects, Inc.
	Jason Boone	Dore & Whittier Architects, Inc.
Minutes prepared by:	Kathryn Copley	Administrative Specialist

A. Approval of Minutes

The Committee reviewed the minutes from the February 10, 2020 PPBC meeting. Mr. Kent made a motion that the Committee approve the minutes as presented. Mt. Silverstein seconded the motion. The motion was then voted upon and approved.

B. ATM 5/20 Warrant Articles

Barry Dulong and Cecelia Simchak (Bldg. Maintenance Div.) attended the meeting.

There are three projects being proposed to be included in the 5/2020 Annual Town Meeting warrant. The Committee reviewed the projects to determine whether they should be done under the Building Maintenance Division or the PPBC. The three projects are the Pollard School Locker Room Retrofit, the Mitchell School Restroom Upgrades and the Pollard School Air Conditioning System.

The Pollard School Locker Room Retrofit warrant is asking for $60,000 for design funds. The project is estimated to cost $636,000. The Mitchell School Restroom Upgrades warrant is asking for $676,700 to complete the restroom upgrade. An architect has been selected to design the upgrade. It is anticipated that the project will be done in the summer of 2021. It is understood that the Building Maintenance Department has the necessary experience and manpower to complete these two projects. The Committee asked that periodic update be given.

The Pollard School Air Conditioning System warrant is asking for $100,000 in design and engineering funds for a new air conditioning system. The estimated construction cost is $1,136,000. It was felt that further action on this project should wait until after the results of the School Master Plan Study. The Committee indicated that the project should be under their purview.

Mr. Kent made a motion to recommend that the Pollard School Locker Room Retrofit and the Mitchell School Restroom Upgrades be done under the purview of the Building Maintenance Department executed with period oversite from the Committee. Mr. Silverstein seconded the motion. The motion was then voted upon and approved.

Handouts: Warrant information

C. Emery Grover Building Study

Hank Haff (BDCD) attended the meeting.

The Committee had proposed narrowing down the options to Option 5 - build a new building on Great Plain Avenue on the Green Field site, relocating the field to the Stephen Palmer building site; Option 6 a new building at the Hillside School site; and Option 3 - renovating Emery Grover with an addition. The recommendation was presented to the Select Board.

The Select Board discussed the recommendation and felt that there were two options that should be investigated further. Option 1 - demolishing the Emery Grover building and erecting a new building and Option 3 - renovating Emery Grover with an addition. They were not in favor of breaking the lease at the Stephen Palmer Building. Both options should allow for a full program including a conference room for 100 persons and a centralized school IT Department. The day care proposal will not be included. It has been requested that if a new building be built that the design be "aspirational".

BH+A sent a proposal for an additional $10,000 to study these two options in further detail. Mr. Kent made a motion that the Committee approve PSS #1 from BH+A in the amount of $10,000.00. Ms. Espada seconded the motion. The motion was then voted upon and approved.

Handouts: None

D. School Master Plan Study

Susan Neckes (School Committee), Don Walter, Michele Rogers, Jason Boone (D&W) and Hank Haff (BDCD) attended the meeting.

Dore & Whittier reported on the progress of the project. A draft of the existing conditions spreadsheet was distributed and reviewed. The building and system conditions of the schools will be factored into the decision matrix being developed. There are capacity issues at the Eliot, High Rock and Mitchell schools and there are infrastructure challenges at the Mitchell and Pollard schools. Mitchell School spaces do not adequately serve the population. High Rock School does not have enough room for the number of students they currently have.

The Hillside School is not desirable to be used as a school after its business use as the temporary police department. Bringing the school up to current building code compliance would be prohibitive. It would also be difficult to put a new school on the site. Dore& Whittier, as part of the study, will be test fitting modular classrooms at the Hillside School site and at DeFazio Field.

The next step will be to develop capital improvement reports with cost estimates.

Handouts: Existing Conditions Graph

E. Central Ave Storage/Jack Cogswell Building

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

Mr. Gentile reported on the solar array developments. Regarding leasing the roof to Solect, it had been reported that the return on investment would be low. There are also legal challenges to a lease arrangement using public property for private benefit. Mr. Gentile received a proposal from Beacon Integrated Solutions on a time and material basis to navigate the rules and explore a net metering system. They would perform financial analysis of on-bill credits, net metering, assist in obtaining needed waivers and assist in the interconnection process.

Mr. Silverstein made a motion that the Committee go forward with the proposal from Beacon Integrated Solutions to evaluate the financial and operational opportunity of installing solar photovoltaic systems to the Jack Cogswell Building in the amount of $7,500.00. Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously.

Mr. Gentile reported that the Temporary Certificate of Occupancy was extended. Punch list items are coming to an end. The tight tank received the Title 5 requirements from the Health Department. The warranties on the tight tank should be received soon.

There will be another change order that will include lighting occupancy sensor controls and critter controls for the drainpipes and single temperature thermostats in vehicle bays.

The Committee reviewed Requisition #12 from Seaver Construction in the amount of $15,000.00 for release of retainage. The requisition was reviewed and approved by Weston & Sampson and Mr. Gentile. Mr. Chandler 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.

The Committee reviewed an invoice from Grainger in the amount of $5,554.50 for shelving. The invoice was reviewed and approved by Mr. Gentile. Mr. Merson 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.

Mr. Kent reported that emails from the Fire Chief, the DPW and the School Science Center were received in support of installing meteorological equipment on the RTS Public Safety

Tower. The emails indicated that it would benefit the DPW, Public Safety departments and the schools. A quote for equipment was received in the amount of $1,066.11 from Blue Hills Observatory & Science Center. The quote includes hardware and software for the weather station. Mr. Gentile will get a quote for installing the equipment on the tower from Green Mountain. Green Mountain will be installing the communications equipment on the tower. The installation is anticipated to happen in March 2020.

Mr. Kent made a motion recommending that the Committee go forward with the purchase and installation of the weather station for the use of the Town. Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Agenda, Solar update, Req., Invoice, Budget update, Beacon Integrated Proposal

F. Sunita L. Williams School

Mr. Chandler made a motion that the Committee approve the following invoices for payment:

ULINE	Trash Cans	$806.69
W.B. Mason	Flags	$33.18
W.B. Mason	Flags	$414.75
W.B. Mason	Credit for flags	$-564.06
W.B. Mason	Flags	$379.90
W. B. Mason	Credit for flags	$-159.20

Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

G. Mitchell Modular Classrooms

Mr. Chandler made a motion that the Committee approve the following invoice for payment:

Dore & Whitter Architects	Arch Services 1/20	$2,500.00

Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

H. High School Expansion

Mr. Chandler made a motion that the Committee approve the following invoice for payment:

Rist Frost & Shumway	Commissioning Services 1/20	$4,375.00

Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously.

I. Adjournment

The meeting was adjourned at 9:40 PM.
The next PPBC meeting is scheduled for Monday, March 9, 2020 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.