

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: September 8, 2020

Time: 7:00 PM

Location: Zoom Cloud Meeting

Attendance

PPBC Members: Present: Stuart Chandler, Richard Creem, Natasha Espada, George Kent,
Roy Schifilliti, Irwin Silverstein
Absent: Gene Voloshin

BDCD Staff: Steve Popper (Director of Design and Construction)
Hank Haff (Sr. Project Manager)
Ken Sargent (Sr. Project Manager)
Mike Retzky (Project Manager)
Steve Gentile (Project Manager)

User Representatives: Michael Kascak Sunita Williams Principal, Hillside/Williams Rep.
Dennis Condon Fire Chief, Public Safety Complex/FS2 Rep.
John Schlittler Police Chief, Public Safety Complex/FS2 Rep.

Other Attendees: Donald Walter Dore & Whittier Architects
Michael McKeon Kaestle Boos Associates
Myles McDonough Consigli Construction

Minutes prepared by: Kathryn Copley Administrative Specialist

This meeting was posted on the Town web site on September 6, 2020 as a:

Virtual Meeting on Zoom Cloud Meetings

Meeting ID # 88414728107

<https://us02web.zoom.us/j/88414728107>

with the following instructions:

To view and participate in this virtual meeting on your computer, at the above date and time, go to [www.zoom.us](https://us02web.zoom.us/j/88414728107), click “Join a Meeting” and enter the Meeting ID: 884-1472-8107 Or join the meeting at link: <https://us02web.zoom.us/j/88414728107>

A. Approval of Minutes

The Committee reviewed the minutes from the August 24, 2020 PPBC meeting. Mr. Kent made a motion that the Committee approve the minutes as presented. Mr. Silverstein seconded the motion. The motion was then voted upon and approved 4 yeas - 0 nays – 2 abstain.

B. Rosemary Recreation Complex

Mike Retzky (BDCD) attended the meeting remotely.

Mr. Retzky reported that the architect, landscape architect and Conservation Director met on site to review the status of the site for the order of conditions. A letter is being drafted to the effect that the conditions have been met and the project will get on the Conservation Commission agenda to present it. G&R Construction has fixed minor cracking in the deck. Bad welds in the pool gutter were previously fixed by Weston & Sampson's pool division under the warranty. There is a five year warranty on the pool.

A few post construction closeout items are being addressed. One is the high water pressure in the pool area. It has been determined that it was too high and a pressure reducing valve should be installed. One had been installed on the building side during construction but it was felt at the time that the pool side could benefit from a higher water pressure. C.A. Crowley Engineering will design and oversee the installation of the valve. There will be a small PSS to cover this work.

The paddle wheel style flow meters in the filter room have been problematic. The wheels were getting jammed by the accumulation of sludge made up of hair, sunscreen and sand. These meters were replaced by Park & Recreation with a mag style probe which was considered the best operational choice for the system and to prevent the on-going clogging or jamming of the paddle style flow meters. It is anticipated that the project will cover this cost.

A meeting has been set up with Katie King (Assist. Town Manager), Stacey Mulroy (P&R Director) and others to look at the remaining unencumbered budget of approximately \$60,000. It is anticipated that some issues that have come to light in running the pool can be fixed under the remaining project budget. There is a learning curve in operating a pool complex of this size. There are special circumstances in pool operations that do not occur in buildings. Because of budget constraints some of the items needed to fit out the facility were left out of the scope. The Committee has asked to see a list of items in order to make a decision. The Committee was concerned that operational expenses are being asked for.

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

Valley Communications Smart TV repair Misc. TV connections \$ 925.00

Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously - 6 yeas - 0 nays – 0 abstain.

Documents: Agenda

C. Ridge Hill Demolition Feasibility Study

Mike Retzky (BDCD) attended the meeting remotely.

Mr. Retzky reported on the status of the study. Dore & Whittier Architects was hired to conduct the study. The focus of the study is the demolition of the manor house and the garage. The barn was excluded from the study per the request of Town Manager. A draft of the report was emailed to the Committee to share the information. The Committee has no

direct responsibility in this effort. The estimated construction cost to demolish these structures is \$633,590. The overall cost for the project was estimated at approximately \$855,000. The committee asked why the barn was excluded from the study. Mike R will follow up and ask the Town Manager and report back to the PPBC. Asbestos was found in the manor house and allowances have been included for unknown hazardous conditions. The costs for the hazardous materials mitigation/abatement were estimated at over \$150,000. There may be at least one underground oil storage tank and perhaps two. No records were available on these potential UST's through the Needham Fire Dept., Lord Environmental's Phase 1 Study investigation or through the DPW – Engineering records. It was suggested that ground penetrating radar be used to locate any underground storage tanks. This part of the environmental phase will be investigated further so additional information can be provided in the study.

The Town Manager and Select Board will decide on whether to proceed with the demolition.

Documents: Agenda, Draft report

D. Sunita L. Williams (Hillside) Elementary School

Michael Kascak (Principal), Don Walter (Dore & Whittier) and Hank Haff (BDGD) attended the meeting remotely.

Mr. Haff reported on the progress of the project. The majority of the punch list items are complete. The O&M manuals are close to reaching 100% completion. A sign off from Conservation Commission on the Order of Conditions is anticipated this coming Thursday. The approval for LEED Silver designation is expected in the next thirty days assuming there are not further questions.

The project will enter the MSBA's audit phase. They have paid out 95% of eligible grant costs and will hold the remaining 5% until after the audit is complete. A final Budget Revision Request will be submitted for the change orders. The audit is anticipated to be complete by the end of the year.

The DPW will be doing road repairs and sidewalk refurbishment work on Cefalo and Sunset Roads, as part of the DPW agreement with the neighbors. The DPW is requesting that the Committee consider paying out of project funds, a portion of the sidewalk cost related to the safe walk to school program in the amount of \$49,000. This will include two accessible cross walk curb cuts and an ADA compliant pathway to the north drive of the school. The Committee felt that this was a reasonable request and had been discussed early in the project with the Select Board. Mr. Chandler made a motion that the Committee agree to offer payment of \$49,000 out of project funds. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously - 7 yeas - 0 nays – 0 abstain.

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

Bacon Construction	August 2020 Services/Retainage Release	\$ 52,090.76
Robert H. Lord	Additional Cafeteria Tables	\$ 5,783.46

Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously - 7 yeas - 0 nays – 0 abstain.

Mr. Chandler reported that the Finance Committee inquired about the Committee's decision to rescind \$9M of the remaining funds and not the total remaining amount of approximately \$10.5M. \$1.5M was held as a safety buffer until the end of the project. The project enjoyed a very favorable bidding environment and the bids came in much lower than estimated. This left a very large contingency balance.

Documents: Agenda, Req., Budget Summary

E. Public Safety Complex & Fire Station 2

John Schlittler (Police Chief), Dennis Condon (Fire Chief), Michael McKeon (KBA), Myles McDonough (Consigli), Ken Sargent and Mike Retzky (BDCCD) attended the meeting remotely.

Mr. Sargent reported on the progress of the project. The Fire Department is all moved into the new fire station headquarters as of August 25th. Punch list work is mostly complete. Bugs in the various systems are being worked out.

Phase 2 of the Public Safety Complex has officially started. Abatement of hazardous materials is underway in the existing building. Fencing has gone up and utility disconnection is being requested.

Foundation work at Fire Station 2 is complete and back filling is underway. Steel erection is anticipated to start by the end of September.

In order to maintain a positive budget balance, the project budget includes the anticipated additional funds of \$1.7M that will be requested at the May 2021 Annual Town Meeting. Value engineering on the Fire Station 2 and Police Station is being examined.

A Risk Assessment meeting is being held tomorrow to determine what if anything will be needed at Fire Station 2 regarding the effects of ground water and unsuitable soils under the foundation that have been placed.

The updated anticipated substantial completion dates are October/November 2021 for Fire Station 2 and January/February 2022 for completion of the Public Safety Complex.

Mr. Chandler made a motion that the Committee approve the following change order and PSS:

Kaestle Boos Associates	PSS#36 Liquidate PSS's	\$ -3,805.65
Consigli Construction	CO #20	\$ 92,451.00

Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously - 8 yeas - 0 nays - 0 abstain.

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

Consigli Construction	Req. #19 August 2020	\$1,023,657.24
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Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously - 8 yeas - 0 nays - 0 abstain.

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

Kaestle Boos Associates	August 2020 Services	\$ 35,752.94
Kaestle Boos Associates	August 2020 Services	\$ 2,972.97

Ms. Espada seconded the motion. The motion was then voted upon and approved unanimously - 8 yeas - 0 nays – 0 abstain.

Mr. Chandler made a motion that the Committee approve the following invoices for payment within the FF&E budget:

W.B. Mason	Wastebaskets	\$ 246.62
W.B. Mason	Wastebaskets	\$ 50.16
W.B. Mason	Wastebaskets	\$ 4.18
W.B. Mason	Mattresses & Chairs	\$ 11,859.07
R.H. Lord	Furniture	\$ 182,658.29
R.H. Lord	Furniture	\$ 10,179.00

Mr. Schifilliti seconded the motion. The motion was then voted upon and approved unanimously - 8 yeas - 0 nays – 0 abstain.

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

Connectivity Point	Temp FS2 phone work	\$ 796.00
Harbor Networks	Phones	\$ 132,001.15

Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously - 8 yeas - 0 nays – 0 abstain

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

Motorola	Communications System	\$ 504,282.00
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Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously - 8 yeas - 0 nays – 0 abstain.

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

Wakefield Moving	Police Dept. Move	\$ 9,450.00
MA Dept. of Fire Services	Boiler Inspection	\$ 50.00
UTS of Mass	FS2 July & Aug. Materials testing	\$ 4,575.00
Town of Needham	July 29, 2020 Police Details	\$ 906.50

Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously - 8 yeas - 0 nays – 0 abstain

Documents: Agenda, Req., CO, PSS, Invoices, Updated budget, Anticipated Cost Log, Consigli Dashboard, Photos

F. School Master Plan Study

Mr. Chandler would like the School Committees comments on the School Master Plan report before it becomes final. The School Committee is scheduled to have an initial review of the report at its September 15th meeting and a final Public hearing and vote on October 6th. This is needed to prepare for the October 22nd CIP deadline. If additional studies are needed for either the School Master Plan or the Emery Grover Study funds will have to be requested at the Special Town Meeting.

G. Adjournment

The meeting was adjourned at 8:58 PM.

The next PPBC meeting is scheduled for Monday, September 21, 2020 at 7:00 PM, as a Virtual Meeting on Zoom Cloud Meetings.

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.