
Permanent Town Building Advisory Committee Meeting Minutes

February 7, 2020 7:30 A.M.

Select Board Conference Room

I. Call to Order/Roll Call

Chair Feldman called the meeting to order at 7:32AM in the Select Board Conference Room. Present were Chair Rick Feldman, Mark Johnson, Janet Nicosia and Dan Casper. Also present were Joe Sgrosso, Project Manager, Town Manager, Brian Defilippis and John Arena, PMA Consultants. Absent were Ellen Keller and David Giangrande. The meeting was taped and live cablecast.

II. Approval of Minutes – January 24, 2020

Upon motion duly made by Mr. Johnson and seconded by Mr. Casper, it was unanimously voted to approve the above minutes. Motion passed 4-0.

III. Update on Municipal Services Facility

Mr. Defilippis reported that the vendor previously ordered car wash, along with Wes and Sampson, had visited the site and reviewed the specifications of the car wash bay. Pending approval of the review submittal, all parties will reconvene one last time, and the equipment will be submitted for fabrication. The first car through the wash is targetted for May/June.

He also reported that the warranty ends at the end of April, and a final walkthrough will be scheduled. Ms. Nicosia added that the window problem had been completely resolved and tested in harsh winter conditions, and the Co2 leak between garage and office space had also been resolved. Training room/kitchen space was being utilized by outside groups. Ms. Nicosia will check with Mr. Cronin as to the plans for landscaping in the spring. Mr. Flanagan added that the operation was working smoothly from an employee work-a-day standpoint.

IV. Update on Senior Center

Mr. Defilippis reported that 10 bids had been received for general contractor with the lowest bidder Seaver Construction, Woburn. This project, due to reasonable bid of general contractor and figuring in of soft costs, will be realized at budget with a 10% contingency and one alternate included for reinforcement for future addition of second floor. Currently under DCAMM review, the project is set to start first or second week in March with a completion date in March 2021.

Ms. Nicosia reported that results of test borings are awaited and preliminary design for the parking lot will be submitted to Conservation Commission. Temporary operations at the church are going well. A completion date of March 2021 is targetted.

V. Update on School Projects

Mr. Johnson reported a meeting had been held yesterday on West Elementary. Concepts being considered within the framework of square footage reimbursed by MSBA are: a) new building; b) renovation; c) new building with auditorium; and d) renovation with auditorium. Next meetings are at 7:30AM on February 27 and March 5.

A meeting is being scheduled with MSBA to review the AHS project on February 28 and a recommendation by the school committee on how to proceed is scheduled for March 5.

VI. Update on Ballardvale Fire Station

Mr. Shaw of Context Architecture anticipates that due to the work stoppage in China, structural steel shipments will be delayed. He reviewed the durability of the final garage door design. Construction is due to begin in February. Ms. Nicosia reported that the equipment and furnishings had been chosen ahead of schedule.

Following discussion and upon motion duly made by Mr. Casper and seconded by Mr. Johnson, it was voted to approve taking the necessary steps to “start the clock now” on the demolition approval process. Motion passed 4-0.

Also reviewed was the planning of traffic control systems. Mr. Feldman advised Ms. Nicosia to reach out to Mr. Giangrande for assistance in this area.

Mr. Defilippis then introduced the principals of the MacKay Construction: Mr. Annutto, Contract Management, Peter Cerretti, General Superintendent, Rob Robinson, Senior Project Manager and Sindy Pires, Assistant Project Manager. Mr. Annutto then presented a site logistic plan of the project, including trailer location, laydown area and storage of materials, closed site at all times, plans for temporary pedestrian walkways and safety in light of heavy use of playground and self-performance. Due to location of home office in Wilmington, this would ease heavy demands on a small site area.

Mr. also reviewed a few of MacKay’s recent projects, including ongoing relationship with Raytheon. Following discussion, the committee suggested that, since traffic in this area is high, including use of the playground, information on the progress of the project and possible rerouting of traffic etc. is updated on the website regularly.

A kickoff meeting will be held immediately following this meeting with MacKay Construction and town officials.

VII. Other Projects

The Town Manager relayed that a modified version of town hall renovation will again be presented to Town Meeting for approval. First phase will be the third floor and renovation of the Select Board meeting area.

Next Meeting

Friday, March 13 @ 7:30AM – Select Board Conference Room.

Adjournment

Upon motion duly made by Mr. Casper and seconded by Mr. Johnson, it was unanimously voted to adjourn. Motion passed 4-0. Meeting adjourned at 8:15AM.

Respectfully submitted,

Christine Martin Barraford
Recording Clerk