
Permanent Town Building Advisory Committee Meeting Minutes
March 12, 2021 8:30A.M.
Virtual WebEx Meeting

I. Call to Order/Roll Call

Chair Feldman called the WebEx virtual meeting to order at 8:30AM and initiated roll call. Present were Chair Rick Feldman-Y, David Giangrande-Y(arrived late), Mark Johnson-Y, Janet Nicosia-Y, Ellen Keller-Y and Dan Casper-Y. Also present were Fire Chief Mansfield, Finance Committee Liaison Anderson, Joe Sgrosso, Facilities and Brian DeFilippis, PMA Consultants. The meeting was taped and live cablecast.

II. Approval of Minutes – February 12, 2021

Upon motion duly made by Ms. Keller and seconded by Mr. Johnson, it was unanimously voted to approve the above minutes. Rick Feldman-Y, Mark Johnson-Y, Ellen Keller-Y, Dan Casper-Y and Janet Nicosia-Y. Motion passed 5-0.

III. Update on Senior Center

Mr. DeFilippis updated the committee on the progress of the senior center. Flooring and painting are nearing completion. Punch list of minor items will be generated and cleanup of the facility is planned for next week. Plumbing and electrical signoff is expected next week. Furniture will be delivered at the beginning of April. A list of furniture items was approved by the Fire Department prior to purchase.

A problem with the patio arose as not being ADA compliant, for which the architect has taken responsibility. Rectifying the problem will dovetail with the replacement of bricks that are currently dry-laid with 250 bricks that were engraved and sold for fundraising by the Friends of Seniors.

Target for completion of the project is end of March.

Ms. Nicosia reported an \$81K contingency remaining. The Friends of Seniors is depositing \$70K this week as part of its capital campaign. The audio-visual equipment of \$200K has been cut in half and will be installed in-house. Chief Mansfield reports that work has been completed according to requests.

Mr. DeFilippis reported current change orders in the amount of \$46,695 leaves a remaining contingency of \$81K, and another \$81K in additional change orders is expected. The \$70K capital campaign contribution of the Friends of Seniors represents \$472K raised against its goal of \$500K. All of these monies are deposited into the same general construction fund. With the \$70K, the remaining contingency is \$151K.

Ms. Nicosia noted that there is a small amount of \$33K being questioned with the contractor. Discussion ensued on the process of challenging and resolving the change order. In the meantime the focus is getting the project to substantial completion and issuance of certificate of occupancy.

Following discussion and upon motion duly made by Mr. Giangrande and seconded by Mr. Johnson, it was unanimously voted to approve Change Order #12 in the total amount of \$46,695.01. Rick Feldman-Y, Mark Johnson-Y, Ellen Keller-Y, David Giangrande-Y, Dan Casper-Y and Janet Nicosia-Y. Motion passed 6-0.

IV. Update on Town Yard

Ms. Nicosia reported that the site has been determined as a Phase1 by Cooperstown Environmental and deemed hazard free. The RFP will be issued shortly.

Ms. Nicosia reported that the tasks remaining are for plantings and signage. An approximate \$135-150K remains in the contingency and is if anything is remaining it will be turned back to the town. Ms. Anderson clarified that if the appropriation is voted as capital expense and funds are borrowed, a re-appropriation requires a vote at Town Meeting.

V. Update of Ballardvale Fire Station

Mr. DeFilippis reported the project is substantially complete. The overhead doors are expected in the next few weeks, and equipment in storage will be delivered. Demolition will be completed when the adjacent property is purchased. With regard to intersection improvements, an engineering firm has been hired to put together a plan, and Chapter 90 funds have been applied for. Parking spaces will be realigned when the building is occupied.

The BHDC has approved the demolition of the fire station and the adjacent property. An initial survey was completed and there was no sign of hazardous interior/exterior materials. However, when a final survey is done on the property, a demolition cost can be determined. A landscaping plan will be developed at the conclusion of the demolition on a possible fall planting schedule.

The remaining contingency is \$102K. No PCO's are projected at this time. Expected date of completion is mid-May. Some overtime hours for key trades are authorized as needed. Chief Mansfield is pleased with the progress of the project.

VI. Update on School Project

Mr. DeFilippis reported that a schematic design for West El was submitted to MSBA. A formal meeting to discuss scope and budget is scheduled for next Wednesday.

The Board of Directors meeting for approval to move to design/development scheduled for beginning of April. We are prequalifying CM at risk with firm to be chose middle May. Ms. Anderson asked that the preliminary 3011 budget form of \$151M be sent to her and this is

likely to change due to ineligibility of costs, etc. Value engineering will continue in the process.

VII. Town Projects

Ms. Nicosia reported the plan is being formulated and an interdepartmental review was recently done. Plans will be available at the next meeting. Context Architecture is aware of the age of the buildings and is taking care to avoid the pitfalls of renovation of these types of buildings. Ms. Nicosia described the four phases of a five-year project. All practices are being followed for ADA compliance. Phase 0 will be completed May-June; Phase 1 – bid and six months of construction and move to first floor and completed by April, 2022. The schedule will be presented at next meeting.

VIII. Other Projects

Renovation of the field house is underway.

IX. Next WebEx Virtual Meeting

Friday, April 16th @ 8:30AM

X. Adjournment

Upon motion duly made by Mr. Johnson and seconded by Ms. Keller, it was unanimously voted to adjourn. Chair Rick Feldman-Y, Mark Johnson-Y, Janet Nicosia-Y, David Giangrande-Y, Ellen Keller-Y and Dan Casper-Y. Motion passed 6-0. Meeting adjourned at 9:38AM.

Respectfully submitted,

Christine Martin Barraford
Recording Clerk