

LESLIE HENNESSEY, Director

Senior Center Building Committee
January 8, 2020
Meeting Minutes
St. Theresa's Church, 9 East Parkview Drive

Present: Diane Mulvaney, Leslie Hennessey, Carol Constant, Linda Young, Kevin McAllister, Ted Boulais, Jeff Cyr, Michael Siddall, Richard Ness, Kim Prough, Phil Palumbo, Doug Goulet and Chris Wante

Not Present:

The meeting was called to order at 5:00pm by Chair Diane Mulvaney.

Approval of Prior Minutes

Linda Young made a motion to accept the minutes of the November 26, 2019 Building Committee meeting, was seconded by Michael Siddall and unanimously approved.

Project Update

Project Schedule Update

Phil indicated the next couple Building Committee meetings are February 5th and March 4th. Phil indicated the General Contractor is currently working on formally signing-up all the required subcontractors for the project. Phil indicated the first scopes to take place will be fencing off the site and performing the asbestos abatement within the building. Phil indicated the General Contractor is hoping to have the asbestos abatement complete by mid-February.

Project Budget Update

Phil presented the project budget status report. Phil highlighted the invoices that have been approved since the committee last met were: edm (\$39,625.13), Colliers (\$14,025) and A to Z Moving (\$125). Phil highlighted the three contracts that were encumbered since the committee last met were: Souliere & Zepka Construction, Inc. (\$7,788,974), Allied Testing Laboratories, Inc. (NTE \$32,210) and Costa Consulting Engineers, Inc. (NTE \$5,000). Phil explained the contract with Allied Testing is for material testing services during construction, i.e. rebar inspection, concrete testing, soil compaction testing, etc., and Allied services would be on an on-call basis and scheduled as required during construction. Phil explained the contract with Costa Consulting Engineers is for Geotech services during construction, i.e. soil inspection during foundation excavation, soil submittal review, etc., and Costa Consulting would also be on an on-call basis and scheduled as required during construction.

Other Items

Carol asked now that we're getting underway with construction when does the furniture procurement planning start. Chris indicated the big-picture planning of it occurred during design with the sub-committee, but nailing down the finer details and specifics of the furniture procurement will start about halfway through construction.

Design aspects such as electric car chargers and roof mounted PV panels were discussed as potential adds to the project with the bid savings that was achieved after the competitive bidding process. Ultimately it was decided, through a motion made by Carol Constant, seconded by Linda Young and unanimously approved, that before the OPM and design team research these design features the Selectboard needs to review the topic and then provide direction on whether the OPM and design team should research these items.

Jeff Cyr asked if the existing HVAC split systems in the Senior Center were salvaged. Phil indicated he would investigate this and get back to him.

New Business

No new business was discussed.

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Adjournment

At 5:32pm Linda Young made a motion to adjourn the meeting, was seconded by Kevin McAllister and unanimously approved.

Items Distributed During this Meeting

1. 11/26/19 Draft Meeting Minutes
2. Construction Phase Milestone Schedule dated January 6, 2020
3. Financial Status Report dated January 6, 2020
4. Material Testing Bid Matrix dated December 16, 2019

Next Meetings

February 5, 2020

March 4, 2020

April 1, 2020