

LESLIE HENNESSEY, Director

Senior Center Building Committee
March 03, 2021
Meeting Minutes
Virtual Meeting via Zoom

Present: Leslie Hennessey, Linda Young, Diane Mulvaney (joined late), Kevin McAllister, Carol Constant, Jeff Cyr, Ted Boulais, Richard Ness, Phil Palumbo, Doug Goulet, Chris Wante.

Not Present: Michael Siddall

The meeting was called to order at 5:03pm by Carol Constant.

Approval of Prior Minutes

Carol Constant made a motion to accept the minutes of the February 03, 2021 Building Committee meeting, was seconded by Linda Young and unanimously approved via roll call.

Project Update

Doug Goulet provided an update on the construction activities and status.

Questions:

- a) Jeff Cyr asked about the Construction progress: Critical path work proceeding per the recent construction schedule.
- b) Ted Boulais asked about the patched weather barrier at roof on the Dayton Street side: Doug did not know the history; but neither Doug nor Chris have not seen any evidence of roof or water damage on the Multi-purpose room ceiling. Colliers will review the issue with the contractor.
- c) Ted Boulais asked about the efflorescence on the gable end brick: The contractor plans to let the staining fade naturally as the wall dries out. The General Contractor and the mason have been put on notice that they will be required to wash-down the walls if that approach does not produce acceptable results.
- d) Richard Ness asked whether the gable end walls have been properly covered: The contractor has covered the tops of the walls to keep out rain and snow.
- e) Linda Young asked if there has been a COA move-in date scheduled yet: A move-in date has not yet been determined.

Project Budget Update

Doug presented the total project budget status report, construction budget status report and contingency budget status report. Doug highlighted the invoices that have been approved since the committee last met which were: Colliers (\$14,025), Colliers Commissioning (\$1,530.03), Souliere & Zepka (\$364,341.86 – this was their January invoice), edm (\$10,376.68), A to Z Moving (\$180.00).

Jeff Cyr asked about the addressable intrusion detection system proposal change order. Chris indicated that the contract documents owned a non-addressable intrusion detection system with 10 zones, not an addressable one. After coordinating with Mike Sullivan on this, it was determined that the project should go with the addressable system. Colliers and edm then negotiated with the contractor to get their pricing down to a fair and reasonable price, and it was approved.

Playground and Exterior Fitness Trail / Equipment

Jeff Cyr inquired on the status of the Fitness Trail scope. Chris responded that the contractor expects to have the pricing for the site preparation work submitted on or about 03/10.

Building Identification Sign Illumination

A price of \$15,489.95 was received for the signage and the associate electrical work. A not to exceed budget of \$30,000 was previously approved at the 02/03/2021 meeting. No objections were raised to the submitted pricing.

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Jeff Cyr noted that he has seen similar signage, with concealed mounting, and has noticed rust staining on some installations. He suggested that the vendor be contacted to see if stainless steel fasteners / studs can be used to prevent stains. Chris will review with the vendor to see if that is an option.

New Business

Technology Vendor:

Phil noted that Northeast IT has been selected and contracted with to furnish and install the technology scope, i.e. computers, wireless access points, etc. Their price of \$45,889 is below the budget allowance. The installation is scheduled to occur after the construction substantial completion, but before move-in. The equipment was selected in conjunction with the town IT department.

Café Signage:

Leslie discussed the signage for the Café. The Café will be called the “Woodlawn Café” with “Sponsored by People’s Bank” below the café name. The name, etc. was agreeable to all.

Carol Constant made a motion to approve the Café name, which was seconded by Jeff Cyr; and approved unanimously via roll call.

EV Charging Stations:

Leslie discussed the proposed EV charging stations. Currently the project owns the underground conduits for two stations to potentially be provided at a later date. Leslie is applying for a grant to cover the costs to have a station installed and warrantied for the next 5-years. Discussions occurred regarding whether one or two stations should be installed now. Each charging station will charge two cars. It will cost approximately \$2,000 per year to warrantee the two chargers. While a fee will be charged to use the station, it is not expected to make a profit. Currently, the community desire and the anticipated usage is unknown, so it was agreed that they would move ahead with applying for a grant for one station to be installed.

Carol Constant made a motion to approve applying for a grant for one charging station, which was seconded by Linda Young; and approved via roll call with 5 approving and 1 abstaining.

Wood Guardrails and Plowing:

Jeff Cyr asked about the status of the issue along the north edge of the parking lot where the grading drops. Chris explained that during design they had met with DPW regarding the parking lot layout. DPW asked that the planned guardrails along the north edge of the parking lot be removed to facilitate plowing. Once grading in that area began it became evident that a barrier would be needed along the north edge of the parking lot to prevent someone from driving or falling down the slope. Edm met with the current DPW administration and it was determined that additional guardrails are needed. Edm will be issuing direction for pricing in the next week or so. It was discussed that because there will be an area along this north edge where there will need to be a gap in the guardrail system to accommodate snow plowing, maybe that area of lawn be rip-rap stone, so to avoid issues with lawn maintenance. It was decided to have the Civil Engineer present to the Building Committee at the April Building Committee meeting the potential options for this area.

Adjournment

The meeting was adjourned at 6:10pm by Diane Mulvaney.

Items Distributed Prior to this Meeting

1. 02/03/2021 Meeting Minutes
2. Monthly Construction & Financial Update dated March 03, 2021
3. Financial Status Report dated March 01, 2021

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Next Meetings

April 07, 2021

May 05, 2021