

LESLIE HENNESSEY, Director

Senior Center Building Committee  
August 28, 2019  
Meeting Minutes  
Room 3, Council on Aging Building, 45 Dayton Street

Present: Diane Mulvaney, Leslie Hennessey, Carol Constant, Richard Ness, Michael Siddall, Linda Young, Kevin McAllister, Ted Boulais, Phil Palumbo, Chris Wante and Mary Kate Reidy

Not Present: Jeff Cyr, Rick Pio and Tim Eagles

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 July 24, 2019 Building Committee meeting, was seconded by Michael Siddall and unanimously approved. Ted Boulais abstained from the vote as he was not present at the July 24<sup>th</sup> meeting.

**Project Update**

Project Schedule Update

Phil presented the updated project milestone schedule. Phil highlighted the contractor prequalification dates and the next steps as it relates to the Conservation Commission and Planning Board permitting meetings. Phil mentioned in the next month or two the move services RFP and procurement process will get underway.

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 (\$29,573), Colliers (\$14,025) and Fuss & O'Neill (\$1,750). Phil indicated since the last Building Committee meeting the project contracted with BidDocsOnline for an estimated dollar amount of \$3,983. This contract will be for the bid hosting and drawing distributing services. The dollar amount is an estimate because it's unknown how many sets of drawings and specs will be requested to be printed by bidders.

Contractor Prequalification Process

Phil provided the committee with a status update of the contractor prequalification process and below are the bullet points:

- The quantity of contractors that submitted statements of qualifications in response to the prequalification RFQ's were:
  - (12) General Contractors
  - (6) HVAC Subcontractors
  - (9) Electrical Subcontractors
  - (7) Plumbing Subcontractors

Phil indicated the quantity of submissions is a good number and is very comparable to the quantity of contractors that submitted bids in these trade categories on the Hadley Senior Center project.

- The contractors that submitted were the contractors that Colliers would expect to submit on this project.
- Now the review of the contractors' qualifications starts with the prequalification subcommittee, and the anticipated date for completing the reviews is September 18<sup>th</sup>.

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### Design Update

Chris started the design update going over the exterior renderings. Some of the design elements highlighted were:

- Punched openings at the Multi-Purpose Room
- Building mounted exterior lights
- The seat wall and sign at the front patio area

Next Chris and Mary Kate presented the interior design and some design elements highlighted were:

- Main lobby layout as it relates to the reception desk, café area and break-out space
- Discussed the durability of the specified carpet at the main lobby area
- Discussed the cathedral ceiling at the Multi-Purpose Room and the ceiling materials designed to assist with acoustics in the space
- The operable partition at the Multi-Purpose Room was discussed along with the insulated glass that is what extends up above the partition to the roof deck above
- Chris spoke about the pendant sprinklers at the Multi-Purpose Room. Kevin requested that the design team coordinate directly with the Fire Department on these pendant sprinkler heads to confirm they're ok with them.
- The Conference Room and Game Room will not have a finished ceiling. They'll be the exposed roof structure with acoustical paneling at the roof deck.
- The overall paint scheme was discussed in that the core of the building is to be a white color with the bordering areas to be their own color as a way-finding tool for the occupants.
- The Library space was discussed, highlighting it being within the Tower space, the clerestories above and the ornamental pendant fixture centered within the ceiling area. Mike mentioned a concern of heating this space due to the high ceiling, and Chris responded indicating the mechanical engineer has taken that into account and the space would be heated appropriately.
- The glass partitions at the Conference Room were discussed, and it was highlighted that they would have shades.
- Linda mentioned her concern that the design seemed stark. Leslie indicated that the design had pop to it, and once the paint colors and materials were presented the committee would see that.

### Building Materials Update

Chris and Mary Kate presented some of the interior and exterior building materials specified on the project and below are the bullet points:

- Chris presented the mineral wool insulation that's being specified as part of the exterior envelope insulation and described how it's a "green" product and meets the required energy code regulations.
- Chris presented the Boral siding that's being specified as the building's siding material. He highlighted its moisture resistance characteristics and indicated the Town should not need to repaint it for 20+ years.
  - The fact that the current design shows the siding installed vertically was discussed in great detail. Ultimately, with the exception of Diane and Linda, the committee approved this design. Diane and Linda indicated they were going to think about this design feature more.
- Mary Kate presented the carpet and paint colors that were designed throughout the building.
- Mary Kate presented the Goshen stone designed for at the fireplace. Ted mentioned that Ashfield stone is another stone that would be worth investigating for the fireplace design.
- Mary Kate presented the ceramic tile designed for at the Toilet Rooms, and she highlighted the design of the accent wall with the tiles mimicking a quilt pattern.

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- Mary Kate presented the resilient flooring designed for at the Fitness and Exercise Rooms.
- Mary Kate presented the slip resistant flooring material at the Multi-Purpose Room and highlighted the warranty that comes with the specified product.

#### Roof Material Vote

Chris and Phil highlighted that since the May 29<sup>th</sup> Building Committee meeting, asphalt shingles is the material designed for at the three gable roofs. Edm currently shows differing asphalt shingle types at the gables. At the Tower, the design docs are pricing both asphalt shingle and standing seam metal. Kevin McAllister motioned to approve designing "Slateline" asphalt shingles at the three gable roofs and standing seam metal at the Tower roof, was seconded by Ted Boulais and unanimously approved. It was indicated that "English Grey" is the committee's color of choice for the shingles and Kynar paint is the committee's paint type choice for the standing seam metal.

#### **New Business**

No new business was discussed.

#### **Adjournment**

At 6:28pm Michael Siddall made a motion to adjourn the meeting, was seconded by Kevin McAllister and unanimously approved.

#### **Items Distributed During this Meeting**

1. 7/24/19 Draft Meeting Minutes
2. Project Milestone Schedule dated July 26, 2019
3. Financial Status Report dated September 27, 2019

#### **Next meetings**

October 2, 2019

November 26, 2019