

**Municipal Building Committee Meeting Minutes
June 3, 2019**

Present:

Chris Paquin, Chairman
Bob Barry, Vice-Chairman
Doug Annino, Member
Evan Epstein, Member
Ron Sellon, Associate Member
Mark Cook, Associate Member
Neal Boldrighini, Associate Member

Also Present:

Mike Ahern, OPM/Public Buildings
Greg Joynt, KBA
Joe Milani, KBA
Kevin Dumas, Town Manager
Lee Azinheira, DPW Director

Not Present:

Maureen Doherty, Member

Minutes Clerk:

Christopher P. Walsh

Mr. Paquin noted a quorum, and called a meeting present at 6:30 pm

1. Committee Meeting Minutes for Approval: 2019.05.6

Mr. Epstein asked about item #6, particularly about the location. Mr. Ahern mentioned he removed the trash container from the front entrance and positioned it near the benches at the flagpole.

Motion: Approve the minutes for May 6, 2019 (Paquin/Epstein). **Vote is 6-0.**

2. OPM Report

Mr. Ahern went over the following highlights for May 2019:

DPW: Warranty list is 95% complete. Overhead door repair complete (monitor doors for heavy winds, and rain, new warranty issued).

Public Safety – Site: Paving top course complete. Front entrance work underway. Chain link fence 90%. Memorial granite delivered. Exterior appurtenances ordered

Public Safety – Building A: Security ceilings in cell area complete; booking area remains to be done. Epoxy floors in detention area are complete. Elevator installation 75% complete. Casework installation is complete. Finish coat paint complete on second floor; 50% first floor.

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Above ceiling inspections complete. Initial cleaning 2nd floor. Carpet installation is 80% complete on 1st floor. Wood doors installed 90% complete. Television installation 90% complete. Low voltage wiring continues throughout the building. Fiber installed in the building, tested and operational. Fiber for SEMRCC installed and tested. SIGNET work 90% complete on cameras and security devices. Main electric room complete. M-E-P finish work continues. New podiums ordered from Mass-COR. Installed Paul Revere Bell in Bell Tower.

Public Safety – Building B: Appliance installation started in the FD living quarters. HVAC equipment start up. IDF room punch down in progress. Vision 21 installed. M-E-P finishes continue. Initial cleaning completed. Two-Way radio system completed. FD Turn out gear lockers installed. Start apparatus bay epoxy flooring

Intersection Work: Started conduits and traffic signal piping. Drainage structures have been delivered (Presently the plan is to have the majority of the intersection improvements completed by fall minus landscaping).

Mr. Ahern then went over the following highlights to be done in **June 2019:**

DPW: Warranty items continue to be addressed the HVAC items are related to weather.

Public Safety: Electric rooms to be completed. Mechanical rooms to be completed. Build-out of IT rooms to be complete. Pavement paint. Loam, rake, seed, and landscaping. Verizon to start feeders. Installation of intersection drainage structures. Coordination of phone works. Complete apparatus bay epoxy floors. Fence gates to be completed. Installation of remaining appliances. Furniture delivery. Building A- HVAC start up. Landscaping bids due. WatchGuard installation. Memorial installation.

Mr. Ahern mentioned the garden club planting bed. He mentioned selling the job trailer on an auction website. He mentioned shelving. Flag pole will be installed after the sidewalks.

3. Proposed or Upcoming Changes/Change Orders/CCDs

From the OPM report, Mr. Ahern went over change order #24, which involves 5 COPs (elevator shafts, panel signs, louver motor, fence color change, etc.) that come to a total of \$17,873.00. In addition, Mr. Ahern covered town change order #005 (took out operators from garage door, crediting work station, adding HDMI extenders, in-use signs, phone jacks needing fax machines) for Signet, with the contract sum to decrease by a total of \$3,230.16

Motion: Approve change order #24 in amount of \$17,873.00 and change order #005 in credit of \$3,230.16 (Paquin/Barry). **Vote is 6-0.**

4. Project Budget and Contingency Log Update

Mr. Ahern mentioned project budget and contingency log is in the monthly packet.

Mr. Ahern mentioned there's \$118,371 left in contingencies (in the negative). He said the fences were counted twice. He said items being rejected brings down costs logistically. He anticipated some CCDs will close out (but carrying money for them). Mr. Milani mentioned COPs coming

in more often during last months of project. Mr. Ahern mentioned deduct change order in \$35K range (but will get that back). He mentioned some items might filter out better.

5. Monthly Invoices w/Application For Payment Approved by KBA and OPM

Mr. Ahern went over the monthly invoices, covering BBC, Columbia Gas, Comcast, Dagle, HAKS, KBA, Phoenix Communications (3 times), Projectdog, Redi-Mix Services, Signet, Verizon (payment already made by advance check – right of way agreement for cables through conduits, needing license), and Woodard & Curran.

Motion: Approve the monthly invoices in total for \$1,096,334.91 (Annino/Paquin). **Vote is 6-0.**

6. Capital Projects Update:

Mr. Ahern mentioned for the following:

* **Memorial Hall:** Couple of items remaining to do. Contractor pretty much done, but has some remaining items on punch list. Front ramp at main entrance way will be rebuilt and new exterior light fixtures added. Mr. Annino mentioned grants and to look at them for a future project to restore the inside to its original condition but Mr. Ahern expressed skepticism about the grants he is aware of for this purpose. Mr. Annino suggested that we look at granite steps instead of concrete at main entrance.

* **Plymouth Street Fire:** Progressing. Contractor stripping building. New roof is done. Windows and door openings.

* **HS Curtain Wall:** Mr. Ahern spoke with Ed Donoghue and he stated not a lot has changed since last update and they are progressing as planned. MSBA report was sent to all the members as an update via email. Ed will have a more updated report at the next scheduled meeting.

* **COA Feasibility Update:** Meeting next week. Coming down to wire on finishing project. Pretty good synopsis of what to do, but not finalized.

7. Upcoming Meeting Schedule

Mr. Paquin asked for availability on July 15. Mr. Ahern asked about July 1 (Paquin won't be available) or July 28. Mr. Paquin asked about July 8 (Cook won't be available). They settled on July 8 for next meeting but probably another room, Mr. Ahern will find a meeting room for the next meeting.

8. Other Items for Discussion Related to the Municipal Complex

None

9. Old/New Business

None

10. Adjourn

Motion: Adjourn the June 3, 2019 meeting at 7:00 pm (Paquin/Annino). **Vote is 6-0.**

Signature



Date

7.8.19