

Permanent Building Committee
Walpole Town Hall – Room 112
February 27, 2018 – 6:30PM

Minutes

PRESENT: Jack Conroy, Michael Keefe, David Lynch, Jack Fisher, Cam Daley, Bernie Goba

ALSO PRESENT: Deputy Fire Chief Paul Barry, FF John Hamilton, COA Board Member Josette Burke, Recreation Director Patrick Shield, Building Superintendent Don Anderson, Lt. Joe Zanghetti, Fire Chief Tim Bailey, Town Administrator Jim Johnson, Assistant Town Administrator Thomas Gregory, OPM Bryan Jarvis

Mr. Conroy called the meeting to order at 6:30 PM.

On a motion by Mr. Conroy, second by Mr. Daley, the Committee voted (6-0) to approve the minutes of the PBC meeting held on February 13, 2018.

South Street (COA) Center Project Update

Mr. Jarvis provided a brief project update for the Council on Aging construction project, highlighting updates to construction, the schedule, and the budget. Mr. Jarvis reported on updates to the steel, concrete, metal framing, and electrical ductbanks. The February update vs the revised baseline is currently pending, with the metal framing starting ahead of schedule.

Referencing a handout titled “Pending Change Order (PCO) Log – Walpole Council on Aging Project” dated 2/27/2018, Mr. Jarvis discussed additions to the log since the last meeting, with the addition of the P-7 Sink.

There was some discussion about the budget and ongoing fundraising efforts, which would be addressed by Mr. Johnson’s budget update toward the end of the meeting.

Police Station Project Update

Mr. Jarvis provided a brief project update for the Police Station Construction Project, highlighting updates to construction, the schedule, and the budget. Mr. Jarvis reported on ongoing updates to construction, including ongoing interior finishes, MEP, and commissioning. The installation of owner-provided systems is also underway.

The finishes are expected to be complete in early March, with MEP start-ups and commissioning occurring by mid-March. The fit-out of the dispatch room and server room is expected to be complete by mid-March, with a move-in of the Police Department by the first week in April.

Referencing a handout titled “Pending Change Order (PCO) Log – Walpole Police Headquarters Project” dated 2/27/2018, Mr. Jarvis presented an updated regarding proposed changes to the work. Mr. Jarvis recommended consideration of pending change order #79 – Undercabinet Lighting Change, with a total pending amount of \$442.00.

On a motion by Mr. Conroy, second by Mr. Daley, the Committee voted (6-0) to approve pending change order #79 in the amount of \$442.00 to be included in the next Change Order.

There was discussion about the FFE items that Chief Carmichael and Deputy Chief Mackenzie had presented to the PBC at the meeting held on February 13, 2018. There was an update that Mr. Johnson had had no objections to financing the Police Department's requested FFE items from contingency.

Central Fire Station Project Update

Mr. Jarvis provided a brief project update for the Central Fire Station Construction Project, highlighting updates to construction, the schedule, and the budget. Mr. Jarvis reported that interior finishes were underway in the administrative building, with the slab on grade in the apparatus bays. Installation of owner-provided systems is underway. With interior finishes in the administrative area underway, fitting-out of the server and watch room would occur in May to April, with site work resuming in April.

Referencing a handout titled "Pending Change Order (PCO) Log – Walpole Central Fire Station Project" dated 2/27/2018, Mr. Jarvis reviewed new additions to the log, including those items in green ready for approval by the PBC: PCO #60B for Flashing detail at recessed window openings; panning/AVB per of CPR#33 in the amount of \$5,739.64 and PCO#89 for server room UPS changes in the amount of \$1,507.61.

On a motion by Mr. Conroy, second by Mr. Daley, the Committee voted (6-0) to approve the pending change orders in the amount of \$5,739.64 and \$1,507.61 to be included in Change Order #11.

Referencing a handout titled "Walpole Fire Station Flooring Proposal Apparatus Bay – 8,040 square feet with 172 feet of ships' cove," dated 2/16/18, Mr. Jarvis provided a discussion about the epoxy flooring following the PBC meeting on 2/13/18. There was some discussion by the Committee about the merits of the epoxy flooring and the cost. Compass was asked to get specifications from Schwartz/Silver, get price quotes from G&R, and for the town to independently obtain quotes and report back at the next meeting on 3/13/18.

Budget Update

Mr. Johnson provided a brief budget update to the Permanent Building Committee about ongoing fundraising efforts for the Council on Aging.

Review of Meeting Schedule

The next meeting will take place on March 13, 2018 at 6:30 PM.

The meeting adjourned at 8:00 PM.

Respectfully submitted,

Patrick Shield
Recreation Director

Referenced Materials

- PBC Agenda
- PBC Minutes of 2/13/2018
- Compass Handout – Working Agenda
- Pending Change Order (PCO) Log – Walpole COA – Updated 2/27/2018
- Pending Change Order (PCO) Log – Walpole Police – Updated 2/27/2018
- Pending Change Order (PCO) Log – Walpole Fire – Updated 2/27/2018
- Handout – Quote for Epoxy Flooring