

Permanent Building Committee Meeting Minutes
Wednesday, November 17, 2023
Zoom Meeting
Approved: December 20, 2023

PBC Members present: Pablo Carbonell; Rick Maiore, Vice Chair; Guy Hermann; Jeff Hayes, Building Commissioner.

Attending, including but not limited to: Tony Wespiser, Mike Richard & Matthew Doyle, Weston & Sampson Engineering, Inc.; Marie Sobalvarro, Assistant Town Administrator; Chief Rick Sicard, Fire Department; Tim Kilhard, Department of Public Works Director.

Mr. Carbonell called the meeting to order at approximately 9:00 a.m. and provided remote meeting instructions.

Approve Minutes of 10/18/23

The PBC considered the draft Minutes of 10/18/23. Mr. Carbonell noted a correction on Page 3. Mr. Maiore made a motion to approve the Minutes as amended; Mr. Hermann seconded. All were in favor.

DPW project

Mr. Carbonell opened the meeting for discussion of Weston & Sampson Engineering, Inc.'s (herein "W&S") Invoice No. 10230559 in the amount of \$11,700. There were no questions or comments regarding the invoice. Mr. Maiore made a motion to approve the invoice; Mr. Hermann seconded. All were in favor.

Mr. Carbonell reported that he and Mr. Moeser met with W&S to see what could be done about culling the cost. Mr. Wespiser shared his screen of a presentation which summarized the project to date. He indicated that CBI's 2021 estimate, which did not include soft costs, was for \$4.747 million. Mr. Wespiser stated that W&S estimates that soft costs in 2021 would've been approximately \$1.7 million, bringing the 2021 estimate to approximately \$6.5 million. Mr. Wespiser explained that to reach the \$9.8 million estimate for 2023, which includes soft costs, W&S used actual bid costs for similar projects. He indicated that averages of the actual bid costs reflected an escalation factor of 53% from 2021 to 2023; that escalation factor was then applied to the CBI estimate which resulted in an estimate of \$10.9 million. Mr. Wespiser stated that the meeting with the subcommittee on October 26th asked W&S to recalculate using the escalation factor of the low bids. Mr. Carbonell explained that the rationale behind this request was that the low bid is accepted v. the average bid. Mr. Wespiser stated that when the escalation factor for the low bids (41%) was applied to the CBI estimate, the total project cost estimate is \$10.1 million.

Mr. Wespiser indicated that the subcommittee also asked that W&S's cost-estimator replace the 2021 pricing from CBI's estimate with his own pricing for 2023. He indicated that W&S's estimator did so and resulted in an overall estimate of \$9.5 million. Mr. Wespiser noted that it is important to remember we do not have a detailed schematic design at this time.

Mr. Weispiser indicated that the subcommittee asked W&S to price out the difference between a pre-engineered metal building and one constructed from CMU with open web joists. He stated that the price per square foot for the pre-engineer metal building would be \$250/square foot, and the CMU with open web joists would be \$335/square foot; an approximately \$275k price difference at the size proposed.

Mr. Weispiser asked the PBC to identify a dollar amount that the Town might accept so W&S can work toward identifying a base project at that dollar amount with alternates at additional price points. The PBC Members indicated that it is difficult to predict what the Town will accept. Mr. Kilhart confirmed that the pole-barn is the only section of the project that he can see which could be pulled out as an alternate.

Mr. Weispiser stated that it is W&S's position that only the sections of the building which are open to the public must be ADA-compliant. He suggested that an ADA-compliant bathroom be included in the office space, the 6-bay garage may not need to be ADA-compliant. Mr. Doyle confirmed that the sprinkler system requirements will be triggered for the whole building. Mr. Maggiore noted that there are costs incurred to maintain the current buildings which should be considered.

Mr. Doyle indicated the plumbers went out to the site to evaluate whether the plumbing runs through the floor in the connecting hallway, but he was unaware whether a determination was made or if it needs further investigation. Mr. Weispiser stated he will set up a focus meeting with the plumbers to discuss this question.

Mr. Weispiser indicated that the cost estimates took into consideration the current Energy Code which went into effect in July but did not consider the impact of any opt-in Codes. Mr. Richard stated that he would expect additional costs associated with the implementation of any opt-in Codes.

Mr. Weispiser confirmed that the cost estimates of \$9.5- \$10million are inclusive of soft costs and the pole barn. Mr. Carbonell asked that W&S forward the presentation to the PBC.

Mr. Carbonell suggested that the PBC continue with the schematic design phase, as funded, and the project will face with more inflation problems down the line. Mr. Kilhart agreed and stated that delaying renovations to sections of the project other than the pole barn will likely increase maintenance costs. Mr. Carbonell suggested that cataloging these maintenance costs would be beneficial to help justify the project cost to the town. Mr. Hermann suggested that keeping the project under \$10 million dollars would be more attractive to the Town.

Update on COA solar project

Mr. Hermann reported that the project is moving along at a slow pace. He indicated that the attorneys have come to terms on the contract between the Town and Select for the installation, and the project has been sent to the electric company for its licensure.

Update on Fire Station project

Mr. Carbonell stated that he attended the Select Board Meeting and received some loose guidance on next steps. He stated that he proposes the Fire Department and PBC look at the costs for development of the two sites and potential other sites and go back to the Select Board for further direction. Chief Sicard stated he received verbal communication that the price of the

Ayer Road property is \$750k. Mr. Maiore suggested that other sites behind Town Hall, as well as the DPW site, be considered as potential locations as the savings by avoiding land acquisition may be needed. Mr. Maiore estimated that using the escalation factor considered with the DPW project, the cost estimate for the Fire Station may now be \$30-35 million. Mr. Carbonell suggested that the cost to move driveways and traffic patterns would likely exceed the cost of the acquisition. Chief Sicard and Mr. Carbonell agreed that you cannot move forward with a design without knowing what parcel you are designing for. Chief Sicard indicated that the State is looking at a funding mechanism similar to that for schools where the State will match projects. He stated that his understanding is that projects ready to go will get the first funding. Mr. Carbonell and Mr. Maiore offered to meet with Chief Sicard to cull the presentation to the two sites being considered for a decision on direction from the Select Board. Mr. Hermann agreed that he believes this is the right approach. Chief Sicard asked that Lt. Barton also be included in the meeting and expressed his strong desire for a clear path forward.

Mr. Hermann made a motion to extend the meeting beyond one hour; Mr. Maiore seconded. All were in favor.

Recruiting Members

Mr. Carbonell stated that the PBC desperately needs one, if not two, additional Members. Mr. Maiore stated that he was aware of one person interested.

Items for Next Agenda

Mr. Carbonell asked that any Agenda items be e-mailed to him or Ms. Sobalvarro.

Adjournment

Mr. Hermann made a motion to adjourn the meeting at approximately 10am; Mr. Maiore seconded. All were in favor.

Mr. Carbonell stated that they would meet next in about two weeks.

Respectfully submitted,

Alison Flynn

Referenced Documents:

- Posted Agenda
- Draft Minutes of 10/18/23
- Weston & Sampson Engineering, Inc.'s Invoice No. 10230559
- Weston & Sampson presentation "PBC Meeting 11/17/23: New DPW Facility- Progress Update"