

## PERMANENT BUILDING COMMITTEE

Minutes – June 3, 2010

Present: Chair Michael Melnick, Co-Chair Elaine Jones, Craig Blake, Bill Braun, Bruce Ey, Thomas Joyner, Thomas Scalata and Associate Gifford Perry. Also present: Green Committee member Robert Morrison.

The meeting was called to order at the Flynn Building at 7:30 p.m.

Minutes The minutes of March 1, 2010 were approved.

Town Hall Window Restoration Mr. Perry was commended for his work on preparation of bid specifications for the Town Hall window restoration project. Mr. Perry had contacted the vendors who had submitted bids received on May 21 in order to determine why the bids were so much higher than the projected amount and thus unacceptable to the Town. Various factors were indicated including size, 2<sup>nd</sup> floor location, prevailing wages and travel.

Fairbank ARRA (American Recovery and Reinvestment Act) Solar Grant After review of the grant requirements, various conversations with personnel in the Massachusetts Department of Energy, review of COMPASS notices for other similar projects, it was determined to issue a Request for Designer Services to prepare biddable specifications for three items: independent solar electric (photovoltaic) system; independent solar thermal system to preheat domestic hot water; direct digital control systems for both. Structural services will be required relative to both solar projects. In addition, the Engineer will be required to attend a maximum of two meetings with the PBC and others for discussion, review of project concepts and details, coordinate with the PBC in preparation of bidding and contract documents which meet the public bidding and ARRA requirements, prepare a construction cost estimate, attend the pre-bid site visit and review bids, review shop drawings and perform construction administration services including ARRA contractor reporting and monitoring.

Green Community Designation If the Town's application is approved, Sudbury, as one of 35 communities applying for the designation, will receive approximately \$137,000 in grant funding for lighting and HVAC control work.

Noyes Solar Project Since the contract signing with New England Breeze it has been determined that the Town may be eligible for a credit if it files a rebate application. This would allow the Town to add approximately two additional solar panels if a Change Order can be worked out with the Contractor and the commissioning of the project is not impacted.

Loring Parsonage Project Mr. Melnick reported that the DPW has completed the remaining project work: handicapped access walkway, dry well, and grading for improved drainage.

DPW Wash Basin Mr. Ey reported that the system is not functioning properly as it cannot hold its prime. A check of the pressure line to be performed by the DPW may indicate the need for a new priming pump; however, further study must be performed to ascertain whether there are additional problems according to the original equipment installer, V-Tech. Mr. Ey was designated as liaison to the project and by PBC vote was authorized to expend funds from the existing balance in the DPW project account to remedy the situation.

Fire Headquarters Ms. Jones reported that the Conservation Commission has issued a Certificate of Compliance for Project 301-298 involving wetlands work during the construction of the Fire Headquarters.

Hosmer House Air Conditioning Project Mr. Joyner reported that the project entails providing conditioned air of between 60 to 80 degrees with whatever humidity control the system will achieve for three areas: 2<sup>nd</sup> floor, the art storage room, and the 1<sup>st</sup> floor. Mr. Joyner will develop a performance specification and Mr. Scarlata will supply a cutting and patching specification to be used in the bidding documents to be prepared by Ms. Jones. The electrical work will not be performed under this contract. Ms. Jones will confer with Jim Hill, Historical Commission Project Manager, as to the schedule and other details. The PBC highly recommends that the attic be insulated with blown in cellulose to achieve heating savings.

Town Hall Vaults The Town Clerk has CPA funds to install fire suppression and HVAC systems for the existing vaults. Separate fire suppression systems are required because of a potential discharge problem. The fire suppression systems are available through a State contract.

Mr. Joyner will solicit an engineering proposal from BLW for preparation of detailed specifications and drawings for the HVAC combined system as there are too many variables for a performance specification.

Meeting Schedule The next meeting is scheduled for July 7, 2010, at which time review and evaluation of the roof study and solar projects engineering proposals will take place, in addition to status review of ongoing projects.

There being no further business, the meeting was adjourned at 9:40 p.m.

Respectfully submitted,

Elaine L. Jones