

PERMANENT BUILDING COMMITTEE
MINUTES – January 31, 2018

Present: Co-Chairs Michael Melnick and Elaine Jones, Craig Blake, William Braun, Joseph Sziabowski and John Porter. Also present: James Kelly, Nancy Rubenstein, Frank Riepe, and Sudbury Historical Society (SHS) Director Sally Hild. The meeting was opened at 7:30 p.m. in the DPW Conference Room.

Minutes and Town Report The minutes of December 13, 2017, as revised, were approved. The 2017 Town Report submission was approved as revised.

Membership Introductions were made with Nancy Rubenstein who has submitted an application for PBC. Ms. Rubenstein is currently a member of the Town's Zoning Board of Appeals and has had professional experience as a Project Manager. At the close of the meeting, it was unanimously voted, with Ms. Rubenstein's consent, to appoint her as an Associate (non-voting) member as the PBC has previously voted and recommended to the Board of Selectmen the appointment of former Facilities Director James Kelly as a full member.

Town Hall Project A draft RFQ for Project Management services was distributed and comments solicited. The RFQ will refer to both the BH+A report and the Town Hall Blue Ribbon Task Force final report, both of which will be placed on the PBC Town website. Without a Town Facilities Director in place, a process was determined regarding site visits and responses to questions. Mr. Kelly emphasized the need for work on the building with both the roof and heating system in poor condition. It was noted also that any construction planned outside of the building footprint will have to take into account the soil disposal restrictions imposed within the Activity and Use Limitation Area (AUL) surrounding the building. The AUL resulted from a 2002 oil leakage and remediation.

Loring Parsonage Project The option proposed by the Sudbury Historical Society to perform private work with the private funds available was discussed and, if deemed possible legally under a 99-yr. lease, was perceived to be a costly approach given the complicated scope and trade requirements. An article has been submitted by the Board of Selectmen relative to execution of a 99-yr. lease which may provide an avenue for private work. Town Counsel is researching such options. An opportunity to perform private work with modifications of the current 30-year lease may also be explored. It was noted that private contracting should also require a bidding process.

A complete review of the drawings is required in order to determine the degree of completion and readiness for bidding. There is also a need to update the HVAC system to a residential system with basic air handling (one unit in the attic and one in the basement), to determine the exterior wall treatment within the building, and to delete the window replacement denied by the Historic Districts Commission.

It was agreed that the steps leading to project completion are: completion of a thorough design review of the plans; meeting with the architect on design cost and finalization of the initial design phase of the contract; obtaining a written proposal and negotiating the cost of the bidding and construction administration phase.

Fire Station No. 2 Project An funding article for further design and construction was submitted by Chief Miles for the project which allows a determined sum to be requested by motion at the Annual Town Meeting in May. This provides an opportunity to meet with the new Chief, to complete value

engineering, and to review the costs. Mr. Kelly reported that the water and gas lines are in place together with provisions for drainage and stormwater discharge.

Fairbank Community Center Master Plan An article has been submitted for Town Meeting action on \$1.9M for initial design funds to implement the latest rendition of a new Fairbank Community Center recommended by the second Task Force based on the PROS Consulting study, essentially a tear down and rebuild for approximately \$30M. Mr. Melnick distributed a copy of his personal critique of the draft report which he had previously distributed to Town officials involved. The critique identified deficiencies including lack of departmental relocation during the tear down process set forth and approved by the Task Force.

Meeting Schedule The next meeting will take place at 6 p.m. on Wednesday, February 7 for Loring Parsonage plan review only. Any following meetings will be called by the Chairs.

There being no further business, the meeting was adjourned at 10:45 p.m.

Respectfully submitted.

Elaine Jones, Co -Chair
Permanent Building Committee