

PERMANENT BUILDING COMMITTEE
Minutes – June 6, 2018

Present: Co-Chairs Michael Melnick and Elaine Jones, Craig Blake, Joseph Sziabowski, and Associate Member Nancy Rubenstein.

The meeting was called to order at 8:00 p.m. at the DPW Conference Room.

Town Hall Restoration and Renovation Project The Committee reviewed the Fee Proposal for Phase I design services received from Bargmann Hendrie + Archetype, Inc.(BH+A), dated June 1, 2018. The Basic Services fee set forth in the amount of \$332,880, was broken down into four components with associated milestones. The cost of potential additional services, some of which may be required by the PBC, amounted to a total of \$38,000. Mr. Bargmann also noted that a site survey is also required for the project as an additional service not included in the presented \$38,000 budget.

After review, it was the unanimous decision to recommend acceptance of the BH+A proposal as being within the upset dollar figure set by the Committee at the previous meeting,

Therefore, it was on motion unanimously voted to recommend to the Town Manager that the design services contract for the renovation and restoration of the historic Town Hall set forth in the advertised Request for Qualifications, be awarded to Bargmann Hendrie + Archetype, Inc.in accordance with its Fee Proposal. It is intended that Phase I services, including but not limited to schematic design, preparation of a preliminary cost estimate, design development, completion of construction documents for bidding, and final cost estimation, bidding specifications and drawings, be contracted at this time as set forth in the Fee Proposal with the intention to contract Phase II services for bidding and construction administration upon the availability of funding proposed for action at the 2019 Annual Town Meeting.

Ms. Jones will contact the Town Manager and prepare the Phase I contract for execution.

PBC Membership The Committee noted that no action has been taken by the Board of Selectmen relative to the Committee's recommendation presented in two communications for the appointment of Jim Kelly to the PBC. Mr. Braun has been recommended for reappointment for an additional 3-yr. term. Ms. Jones informed the group that she has just become aware of a resume submitted to the Board of Selectmen for PBC membership from Bill Schineller, dated April 20, which she will distribute to the PBC members for review. After discussion, the Committee voted that should the Board of Selectmen choose to exclude Mr. Kelly from consideration and interview other candidates for the PBC, it would send a recommendation to the Board requesting appointment of PBC Associate Member Nancy Rubenstein as a full member of the PBC.

Mr.Schineller will be invited to attend the next PBC meeting.

Meeting Schedule The next meeting will be held on Thursday, June 14, 2018, with Architect Joel Bargmann in attendance.

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There being no further business, the meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Elaine L. Jones