

**WAKEFIELD PERMANENT BUILDING COMMITTEE**
**WAKEFIELD PUBLIC SAFETY MEETING MINUTES**

Date:	Thursday, April 15, 2021
Location:	Virtual "Zoom" Meeting
Time:	7:00pm
Prepared BY:	Shane Nolan – LeftField PM

Name		Present
Joseph B. Bertrand	Chair, Permanent Building Committee	✓
Timothy Demers	Permanent Building Committee	✓
Charles L. Tarbell	Permanent Building Committee	✓
Jason Cohen	Permanent Building Committee	✓
Janine R. Fabiano	Permanent Building Committee	✓
John McDonald	Permanent Building Committee	✓
Tom Galvin	Permanent Building Committee	✓
Marc Moccio	Permanent Building Committee	✓
Philip Renzi	Permanent Building Committee	✓
Wayne Hardacker	Permanent Building Committee (non-voting)	✓
Steven Skory	Chief, Wakefield Police Department	✗
Craig Calabrese	Deputy Chief, Wakefield Police Department	✗
Michael Sullivan	Chief, Wakefield Fire Department	✗
Lynn Stapleton	Leftfield Project Management	✗
Shane Nolan	Leftfield Project Management	✓
Jim Rogers	Leftfield Project Management	✗
Janet Slemenda	HKT Architects	✗
Any Dunlap	HKT Architects	✗
Scott Woodward	HKT Architects	✗
David Capaldo	Bond Building	✗
Greg Williamson	Bond Building	✗

I. Joe Bertrand opened the Public Safety portion of the meeting at approx. 7:25pm.

II. Shane Nolan presented the following Administrative Items

A. Meeting Minutes

The meeting minutes of the 03/25/21 Permanent Building Committee: Wakefield Public Safety were presented for review.

*Chip Tarbell made a motion to approve the Wakefield Public Safety Meeting Minutes dated 03/25/21 as presented. Seconded by Jason Cohen. On a roll call vote the motion was approved unanimously.*



The meeting minutes of the 04/01/21 Permanent Building Committee: Wakefield Public Safety were presented for review.

*Chip Tarbell made a motion to approve the Wakefield Public Safety Meeting Minutes dated 03/25/21 as presented. Seconded by Jason Cohen. On a roll call vote the motion was approved unanimously.*

## Invoices

Three (3) invoices in the total amount of \$58,525.97 were presented for review and approval.

- 1) Leftfield LLC Invoice #5 dated 03/31/21 in the amount of \$10,000.00

*Chip Tarbell made a motion to approve the Leftfield Invoice as presented. Seconded by Jason Cohen. On a roll call vote the motion was approved unanimously.*

- 2) HKT Architects Invoice #3-022023 dated 04/05/21 in the amount of \$41,062.37

*Chip Tarbell made a motion to approve the HKT Invoice as presented. Seconded by Jason Cohen. On a roll call vote the motion was approved unanimously.*

- 3) HKT Architects Invoice #4-022023.1 dated 04/05/21 in the amount of \$7,463.60

Discussion: Chip Tarbell pointed out that the line item for the scanning and survey work was at 4.3% complete. Shane Nolan noted that this is under billed as most of the work associated with this was completed in January and February. It is likely HKT have not received an invoice from their consultant yet.

*Chip Tarbell made a motion to approve the HKT Invoice as presented. Seconded by John McDonald. On a roll call vote the motion was approved unanimously.*

## B. Commissioning

Shane Nolan gave an overview of 3<sup>rd</sup> Party Commissioning including the benefits for the Public Safety project. SN also gave a projected schedule for procuring a Commissioning Agent. SN was asked to prepare a Request for Proposals and report back to the PBC at the next meeting.

## III. Next Permanent Building Committee was schedule for April 29, 2021 at 7:00pm.

*Chip Tarbell made a motion to adjourn the meeting at 7:50pm. Seconded by Jason Cohen. Approved unanimously.*

## Attachments:

- 04/15/21 LPM Presentation

Town of Wakefield

# **PUBLIC SAFETY BUILDING**

## **RENOVATION AND UPGRADE**

Permanent Building Committee Meeting

April 15, 2021



# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## AGENDA:

### 1. Administrative Actions

- Review of March 25<sup>th</sup>, 2021 Permanent Building Committee Meeting Minutes
- Review of April 1<sup>st</sup>, 2021 Permanent Building Committee Meeting Minutes
- Review of March 2021 Invoices

### 2. Commissioning

### 3. Upcoming Meetings

# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## 1. Administrative Actions

### Approval of March 25<sup>th</sup>, 2021 PBC Meeting Minutes



#### WAKEFIELD PERMANENT BUILDING COMMITTEE | WAKEFIELD PUBLIC SAFETY MEETING MINUTES

Date:	Thursday, March 25, 2021
Location:	Virtual "Zoom" Meeting
Time:	7:00pm
Prepared BY:	Shane Nolan – LeftField PM

Name		Present
Joseph B. Bertrand	Chair, Permanent Building Committee	✓
Timothy Demers	Permanent Building Committee	✓
Charles L. Tarbell	Permanent Building Committee	✓
Jerry Hammersley	Permanent Building Committee	✗
Jason Cohen	Permanent Building Committee	✓
Janine R. Fabiano	Permanent Building Committee	✓
John McDonald	Permanent Building Committee	✓
Tom Galvin	Permanent Building Committee	✓
Marc Moccio	Permanent Building Committee (non-voting)	✓
Philip Renzi	Permanent Building Committee (non-voting)	✓
Wayne Hardacker	Permanent Building Committee (non-voting)	✓
Steven Skory	Chief, Wakefield Police Department	✓
Craig Calabrese	Deputy Chief, Wakefield Police Department	✓
Michael Sullivan	Chief, Wakefield Fire Department	✓
Lynn Stapleton	Leftfield Project Management	✓
Shane Nolan	Leftfield Project Management	✓
Jim Rogers	Leftfield Project Management	✓
Janet Slemenda	HKT Architects	✓
Any Dunlap	HKT Architects	✓

- I. Joe Bertrand opened the Public Safety meeting at approx. 7:00pm.
- II. Shane Nolan gave an overview of the process to select a Construction Manager at Risk at this evening's meeting. SN thanked all the Selection Committee members who reviewed the CM-R Technical Proposals and sent in their preliminary rankings. SN gave a summary of the CM-R ranking received. After discussion it was agreed that the preliminary rankings of Bond Building and WT Rich were very similar, and that the Committee would proceed to the interview portion using the following preliminary rankings:
- #1 (tied) Bond Building
  - #1 (tied) WT Rich
  - #3 Commodore Builders

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The Committee proceeded to interview CM-R firms in the following order:

- WT Rich
- Commodore Builders
- Bond Building

Each firm gave a presentation based on the predetermined discussion topics sent by the Selection Committee. Following the presentations and questions and answer the Selection Committee reranked the CM-R firms based a combination of their Technical Proposal and Interview as follows:

- #1 Bond Building
- #2 WT Rich
- #3 Commodore Builders

Shane Nolan presented a summary of each firms Price Proposals. Based on the Price Proposals the Selection Committee ranked the CM-R firms based on their Price Proposal as follows:

- #1 Bond Building
- #2 Commodore Builders
- #3 WT Rich

Each Selection Committee Member provided comments and gave their Final Composite Ranking based on Technical Proposal/Interview and Price Proposal. The final ranking was as follows:

- #1 Bond Building
- #2 WT Rich
- #3 Commodore Builders

Chip Tarbell made a motion to rank the CM-R firms in the following order #1 Bond Building, #2 WT Rich and #3 Commodore Builders and to award the CM-R Contract to Bond Building pending successful non fee negotiations. Seconded by Jason Cohen. On a roll call vote the motion was approved unanimously by the Voting Members of the Permanent Building Committee.

#### III. Shane Nolan presented the following Administrative Items

##### A. Meeting Minutes

The meeting minutes of the 02/18/21 Permanent Building Committee: Wakefield Public Safety were presented for review.

Chip Tarbell made a motion to approve the Wakefield Public Safety Meeting Minutes dated 02/18/21 as presented. Seconded by Jason Cohen. On a roll call vote the motion was approved unanimously.

##### B. Invoices

Three (3) invoices in the total amount of \$48,903.00 were presented for review and approval.

- 1) Leftfield LLC Invoice #4 dated 02/28/21 in the amount of \$10,000.00  
Chip Tarbell made a motion to approve the Leftfield Invoice as presented. Seconded by Jason Cohen. On a roll call vote the motion was approved unanimously.
- 2) HKT Architects Invoice #2-022023 dated 03/05/21 in the amount of \$20,827.10  
Chip Tarbell made a motion to approve the HKT Invoice as presented. Seconded by Jason Cohen. On a roll call vote the motion was approved unanimously.

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- 3) HKT Architects Invoice #3-022023.1 dated 03/05/21 in the amount of \$18,075.90  
Chip Tarbell made a motion to approve the HKT Invoice as presented. Seconded by John McDonald. On a roll call vote the motion was approved unanimously.

#### IV. Next Permanent Building Committee was schedule for April 1, 2021 at 7:00pm.

Chip Tarbell made a motion to adjourn the meeting at 10:15pm. Seconded by Jason Cohen. Approved unanimously.

##### Attachments:

- 03/25/21 LPM Presentation

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# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## 1. Administrative Actions

### Approval of April 1<sup>st</sup>, 2021 PBC Meeting Minutes



#### WAKEFIELD PERMANENT BUILDING COMMITTEE WAKEFIELD PUBLIC SAFETY MEETING MINUTES

Date:	Thursday, April 1, 2021
Location:	Virtual "Zoom" Meeting
Time:	7:00pm
Prepared BY:	Shane Nolan – Leftfield PM

Name		Present
Joseph B. Bertrand	Chair, Permanent Building Committee	✓
Timothy Demers	Permanent Building Committee	✓
Charles L. Tarbell	Permanent Building Committee	✓
Jerry Hammersley	Permanent Building Committee	✗
Jason Cohen	Permanent Building Committee	✓
Janine R. Fabiano	Permanent Building Committee	✗
John McDonald	Permanent Building Committee	✓
Tom Galvin	Permanent Building Committee	✓
Marc Moccio	Permanent Building Committee (non-voting)	✓
Philip Renzi	Permanent Building Committee (non-voting)	✓
Wayne Hardacker	Permanent Building Committee (non-voting)	✓
Steven Skory	Chief, Wakefield Police Department	✓
Craig Calabrese	Deputy Chief, Wakefield Police Department	✓
Michael Sullivan	Chief, Wakefield Fire Department	✓
Lynn Stapleton	Leftfield Project Management	✓
Shane Nolan	Leftfield Project Management	✓
Jim Rogers	Leftfield Project Management	✓
Janet Slemenda	HKT Architects	✓
Any Dunlap	HKT Architects	✗
Scott Woodward	HKT Architects	✓
David Capaldo	Bond Building	✓
Greg Williamson	Bond Building	✓

I. Joe Bertrand opened the Public Safety portion of the meeting at approx. 7:15pm.

II. Janet Slemenda presented an overview of the Schematic Design

#### Geotech Report

JS noted there were 3 borings done by the GeoTech Engineers, 1 in the area of the Sallyport addition, 1 at the new 3 story addition and 1 at the new building main entrance. The borings showed the existing subsurface conditions are not suitable to support standard foundations. The report recommends the excavation of unsuitable material and backfilling with approved material at the Sallyport and 3 story addition. It was noted that temporary earth support will be required, and that structural stability of the

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existing building need to be further evaluated. A piling system is recommended at the main entrance. Groundwater was observed in the borings and will need to be addressed during excavation work.

#### Code Report

There is no change to the building occupancy or use. The scope of work is less than 50% of the floor area and is classified as Level 2 Alteration. The proposed value of the new work exceeds 30% of the buildings assessed value and therefore must meet ADA standards throughout. The current building appears meets these standards and it is not expected that this will be an issue. No additional work is anticipated on the Fire Department side.

It was noted that the Stretch Energy Code is expected to be introduced in Wakefield this Spring. Therefore, the new additions will need to comply with these standards. HKT will confirm the extent of what is required.

#### Hazardous Materials

The Hazmat Consultant was on site and took bulk samples. No samples came back as containing ACM. There were two areas highlighted. Caulking at the windows in the Tower. JL will confirm if this is required to be tested. The damp proofing on the existing 1950's foundation walls is assumed to contain asbestos. This will be tested and means of addressing will be confirmed with the consultant.

#### Envelope Review

The Envelope Consultant was on site to survey the exterior of the building. Generally, the exterior masonry and mortar is in good shape. There is existing efflorescence visible on the front side of the Police Station which should be cleaned. It was noted that the caulking and sealant throughout appears in poor shape and is failing. The Consultant will make a recommendation on how to address this. It was also noted that the presence of weep holes in the precast and masonry is inconsistent, some are missing, some appear to be incorrectly placed/installed. Further review is required. Some of the existing lintels appear to be deflecting. This will need to be reviewed by the Structural Engineer to determine if remedial work is required. The retaining wall at the Apparatus apron is failing. The report will address this, but it is anticipated that the wall needs to be replaced.

Some exterior issues may be considered capital maintenance and outside the scope if the project. These items should be tracked separately, and it will be determined whether they are incorporated into this projects scope.

Chief Skory asked whether the lack of weep holes in some locations could inhibit water egress and cause mold. Chief Skory noted there is no evidence of this, but it is a concern. JL will discuss with the Envelope Consultant.

#### Documents included in the Schematic Design package

JL noted that the SD package includes a series of drawings, narrative and reports. These will be sent to the Estimators to prepare their estimates. There is a pre estimate meeting with the Estimators on Monday to discuss schedule and format. It is expected that SD estimates will be ready to present to the PBC on April 29<sup>th</sup>. Chip Tarbell requested that meeting note from Mondays meeting be distributed to the PBC for record.

JL did a quick page flip through the SD drawing set.

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Chip Tarbell asked about how the phasing that will be addressed in the SD estimates. SN and JS noted that this will be discussed with the Estimators at Monday's meeting but that a meaningful and final phasing plan will be developed with Bond during the Design Development phase.

Chief Skory asked about the double height space in the staircase known as the "penalty box". JL noted it is unlikely this space can be infilled and used for storage as the entire stairway is considered a protected structure.

Chip Tarbell made a motion to accept the Schematic Design presented and to have the documents sent to the Estimators for preparation of Schematic Design Estimates. Seconded by Jason Cohen. On a roll call vote the motion was approved unanimously.

#### III. Public Outreach

Chip Tarbell asked about a public outreach strategy. Chief Skory noted that he would discuss with the Town's Communications Manager. The information would need to be provided by Leftfield and should be high level including renderings, timeline etc. to keep the public informed of project status and progress.

#### IV. Next Permanent Building Committee was schedule for April 15, 2021 at 7:00pm.

Chip Tarbell made a motion to adjourn the meeting at 8:20pm. Seconded by Jason Cohen. Approved unanimously.

#### Attachments:

- 04/01/21 HKT Architects Presentation

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## WAKEFIELD PUBLIC SAFETY | OPM REPORT

### 1. Administrative Actions

Approval of March 2021 Invoices


Vendor	Invoice #	Invoice Date	Description of Services	Invoice Amount
LeftField		03/31/21	OPM Services Mar 1 – Mar 31, 2021	\$10,000.00
HKT Architects	3-022023	04/05/21	Designer Basic Services Mar 1 – Mar 31, 2021	\$41,062.37
HKT Architects	4-022023.1	04/05/21	Designer Supplemental Services Mar 1 – Mar 31, 2021	\$7,463.60
			TOTAL:	\$58,525.97



# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## 1. Administrative Actions

### Approval of March 2021 Invoices



Joseph B. Bertrand  
Permanent Building Committee Chair  
Town of Wakefield  
1 Lafayette Street  
Wakefield, MA 01880

Invoice Date: 3/31/21  
Invoice No: 5

FOR: Owner's Project Management Services  
Wakefield Public Safety Renovations/Addition Project  
1 Union Street, Wakefield MA 01880

**Professional Services from March 1 - March 31, 2021**

OPM Basic Services	Amount
Basic Services	\$10,000
<b>Total Fees:</b>	<b>\$ 10,000.00</b>

Reimbursable Expenses	Amount
Reimbursables	\$0.00
<b>Total Reimbursable Expenses:</b>	<b>\$0.00</b>

**Total this Invoice: \$ 10,000.00**

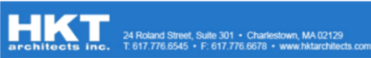
OPM Basic Services	Budget	Previous	Current	Total To Date	Balance
Feasibility Study/Schematic Design	\$30,000	\$20,000	\$0	\$50,000	\$0
Design Development Phase	\$40,000	\$0	\$0	\$40,000	\$40,000
Bidding/Construction Phase	\$270,000	\$0	\$0	\$270,000	\$0
Close-out Phase	\$20,000	\$0	\$0	\$20,000	\$0
<b>OPM Basic Services Total:</b>	<b>\$380,000</b>	<b>\$20,000</b>	<b>\$10,000</b>	<b>\$35,000</b>	<b>\$345,000</b>

Reimbursable Services	Budget	Previous	Current	Total To Date	Balance
Reimbursable Expenses Total:	\$0	\$0	\$0	\$0	\$0
<b>Total Contract:</b>	<b>\$380,000</b>	<b>\$20,000</b>	<b>\$10,000</b>	<b>\$35,000</b>	<b>\$345,000</b>

Please Remit Payment To:  
Leftfield, LLC  
17 Highland Lane  
Norwell, MA 02061

**APPROVED BY:**

Joseph Bertrand/Chip Tarbell  
Chairman/Secretary  
Permanent Building Committee  
Date:



**MONTHLY INVOICE**

24 Roland Street, Suite 301 • Charlestown, MA 02129  
T: 617.776.6545 • F: 617.776.6678 • www.hktarchitects.com

**BILL TO**

Joseph B. Bertrand  
Permanent Building Committee Chair  
Town of Wakefield  
1 Lafayette Street  
Wakefield, MA 01880

**Project Description: Wakefield Public Safety Building**  
Professional Services: March 1, 2021 through March 31, 2021

INVOICE NUMBER	INVOICE DATE	PAYMENT DUE DATE	OUR PROJECT NO.	BALANCE DUE
000003-022023	Apr 05, 2021	May 05, 2021	022023	<b>\$61,889.47</b>

Fee Summary	Previously Invoiced		Current Invoice		Remaining	
	Stipulated	% phase Completed	Amount Billed	% complete	Value of Completed	Amount remaining
02 Schematic Design	12.00%	\$89,853.00	26.52%	\$23,827.10	\$41,062.37	\$24,965.53
03 Design Development	15.68%	\$117,145.00	0.00%	\$0.00	\$0.00	\$117,145.00
04 Construction Documents	24.93%	\$198,181.00	0.00%	\$0.00	\$0.00	\$198,181.00
05 Bidding	5.85%	\$43,690.00	0.00%	\$0.00	\$0.00	\$43,690.00
06 Construction Administration	41.51%	\$309,994.00	0.00%	\$0.00	\$0.00	\$309,994.00
Amendment #1 - CM Selection	0.30%	\$0.00	0.00%	\$0.00	\$0.00	\$0.00
<b>100.00%</b>	<b>\$746,863.00</b>	<b>3.19%</b>	<b>\$23,827.10</b>	<b>5.50%</b>	<b>\$41,062.37</b>	<b>\$681,973.53</b>

**Invoice Total:** **\$41,062.37**  
**Previous Balance:** **\$26,827.10**  
**Account Balance:** **\$61,889.47**

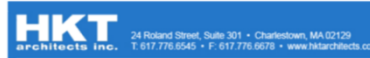
Please make payments to HKT Architects, Inc.

**APPROVED**  
Leftfield PM  
04/12/2021

**APPROVED BY:**

Joseph Bertrand/Chip Tarbell  
Chairman/Secretary  
Permanent Building Committee  
Date:

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**MONTHLY INVOICE**

24 Roland Street, Suite 301 • Charlestown, MA 02129  
T: 617.776.6545 • F: 617.776.6678 • www.hktarchitects.com

**BILL TO**

Joseph B. Bertrand  
Permanent Building Committee Chair  
Town of Wakefield  
1 Lafayette Street  
Wakefield, MA 01880

**Project Description: Wakefield Public Safety Building Supplemental Services**  
Professional Services: March 1, 2021 through March 31, 2021

INVOICE NUMBER	INVOICE DATE	PAYMENT DUE DATE	OUR PROJECT NO.	BALANCE DUE
000004-022023.1	Apr 05, 2021	May 05, 2021	022023.1	<b>\$25,539.50</b>

Fee Summary	Previously Invoiced		Current Invoice		Remaining	
	Stipulated	% phase Completed	Amount Billed	% complete	Value of Completed	Amount remaining
Pre-Design	3.73%	\$6,536.00	100.00%	\$6,536.00	0.00%	\$0.00
Survey	0.49%	\$9,620.00	0.00%	\$0.00	0.00%	\$9,620.00
Geotechnical Engineering	10.37%	\$18,186.00	90.00%	\$16,367.40	100.00%	\$1,818.60
Hazardous Materials	2.85%	\$5,000.00	0.00%	\$0.00	80.00%	\$4,000.00
Laser Scanning, Point Cloud and 3D Model	28.09%	\$49,255.00	0.96%	\$475.00	4.30%	\$1,645.00
Stormwater Management	5.25%	\$9,205.00	0.00%	\$0.00	0.00%	\$9,205.00
Value Engineering	2.68%	\$4,700.00	0.00%	\$0.00	0.00%	\$4,700.00
Reconciliation	3.54%	\$6,200.00	0.00%	\$0.00	0.00%	\$6,200.00
Hydrant Flow Test	1.00%	\$1,750.00	0.00%	\$0.00	0.00%	\$1,750.00
Building Envelope	12.29%	\$21,550.00	0.00%	\$0.00	0.00%	\$21,550.00
Envelope - Drone	0.63%	\$1,100.00	0.00%	\$0.00	0.00%	\$1,100.00
Envelope - Boom Lift Inspection	2.93%	\$5,146.00	0.00%	\$0.00	0.00%	\$5,146.00
Envelope - Exploratory Demolition	9.00%	\$15,776.00	0.00%	\$0.00	0.00%	\$15,776.00
Envelope - Roof Scan	2.51%	\$4,400.00	0.00%	\$0.00	0.00%	\$4,400.00
Envelope - Water Testing	3.66%	\$6,426.00	0.00%	\$0.00	0.00%	\$6,426.00
FFE	5.99%	\$10,500.00	0.00%	\$0.00	0.00%	\$10,500.00
<b>100.00%</b>	<b>\$175,350.00</b>	<b>13.33%</b>	<b>\$23,378.40</b>	<b>4.26%</b>	<b>\$7,463.60</b>	<b>\$144,517.00</b>

**Invoice Total:** **\$7,463.60**  
**Previous Balance:** **\$18,075.90**  
**Account Balance:** **\$25,539.50**

Please make payments to HKT Architects, Inc.

**APPROVED**  
Leftfield PM  
04/12/2021

**APPROVED BY:**

Joseph Bertrand/Chip Tarbell  
Chairman/Secretary  
Permanent Building Committee  
Date:



# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## 2. Commissioning

Building commissioning is a quality-focused process of verification of all building systems and subsystems by an independent third party. Buildings undergo an intensive quality assurance process during design and continues through construction, occupancy, and initial operations.

Commissioning ensures that the building operates as designed and intended. Commissioning also ensures facilities personnel receive appropriate operation and maintenance manuals and training by equipment manufacturers and installation contractors.

Benefits of commissioning include:

- Improved coordination between design, construction, and occupancy
- Possible construction cost savings
- Fewer system deficiencies at building turnover
- Improved system and equipment function
- Improved building operation and maintenance
- Lower utility bills through energy savings
- Improved indoor environmental quality and occupant comfort

# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## 2. Commissioning

### Commissioning Agent Selection Schedule:

- |  |                     |
|--|---------------------|
| • Prepare Commissioning Request for Proposals                      | April 15 – April 29 |
| • Solicit written proposals from predetermined Firms (\$10k-\$50K) | May 3 - May 21      |
| • Commissioning Proposals Due                                      | May 21; 12noon      |
| • Review Commissioning Proposals                                   | May 24 – May 28     |
| • Interview (if necessary)   | w/o May 31          |
| • Award Commissioning Services Contract                            | June 4              |

# WAKEFIELD PUBLIC SAFETY | OPM REPORT

3. **Upcoming Public Safety Meetings:**

- Designer/CM/OPM Walk Thru' April 20; 2021; 8:00AM
- Public Safety Advisory Working Group April 21, 2021; 2:00PM
- Designer/CM/OPM SD Estimate Reconciliation April 26; 2021; 2:30PM
- Permanent Building Committee: Public Safety April 29, 2021; 7:00PM

**Meetings To be Scheduled:**

- Wakefield Regulatory Departments Meeting



# TOWN OF WAKEFIELD

## PERMANENT BUILDING COMMITTEE

### NOTICE OF MEETING

April 15<sup>th</sup>, 2021 | 7:00 p.m.

Via Zoom: <https://zoom.us/j/95574357293?pwd=bXRVT1lWWk5Nl0pkZENLRU85YURzZz09>

Consistent with the Governor's orders suspending certain provisions of the Open Meeting Law, the public may not physically attend this meeting, but every effort will be made to allow the public to view and/or listen to the meeting in real time. Persons who wish to do so are invited to click on the following link <https://zoom.us/j/95574357293?pwd=bXRVT1lWWk5Nl0pkZENLRU85YURzZz09>. If you do not have a camera or microphone on your computer you may use the following dial in number: 1-312-626-6799 Meeting ID 955 7435 7293 Passcode 901137. Please only use dial in or computer and not both, as audio feedback will distort the meeting. This meeting will be audio and video recorded.

### Item 1 | Call to Order

### Item 2 | Public Engagement

Any member of the public who wishes to address the Permanent Building Committee is asked to submit any comments or concerns to <https://www.wakefield.ma.us/public-participation> at least two hours prior to the start of the meeting. Alternatively, members of the public are invited to participate via the Zoom virtual meeting, using the instructions listed above. In the event further deliberation or action is warranted, any issues raised may be included as an item on a future Permanent Building Committee Agenda.

### Item 3 | Greenwood School

Roof update

### Item 4 | Department of Public Works

A. Invoice

B. Update

### Item 5 | High School

Schedule

### Item 6 | Public Safety Building

Update

### Item 7 | Adjournment

