

WALTON ELEMENTARY SCHOOL – WAKEFIELD, MA	MEETING MINUTES
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PERMANENT BUILDING COMMITTEE MEETING NO. 22	June 18, 2019
Location:	Town Hall, 1 st Floor Conference Room, 1 Lafayette Street
Time:	7:00 PM

Attendees:

Name	Assoc.	Present
Joe Bertrand	PBC Chair/Advisory Subcommittee	Y
Chris Callanan	PBC/School Committee/Advisory Subcommittee	Y
Jason Cohen	PBC/Advisory Subcommittee	Y
Tim Demers	PBC/Advisory Subcommittee	N
Janine Fabiano	PBC	Y
Thomas Galvin	PBC	Y
Jerry Hammersley	PBC	N
John McDonald	PBC	Y
Chip Tarbell	PBC Secretary/Advisory Subcommittee	Y
Steve Maio	Town Administrator	N
Doug Lyons	WPS Superintendent of Schools	N
Michael Pfifferling	Business Manager	N
Bob Schiaroli	WPS Facilities Manager	Y
Elaina Byrne	Walton Principal	N
Rick Stinson	DPW Director/Working Group	Y
William Renault	DPW – Town Engineer	Y
Joseph Conway	DPW	Y
Chris Pierce	DPW	N
Michael Sullivan	Fire Chief/Working Group	N
Chris Blessen	Tappé Architects	N
Jim Rogers	LeftField Project Management	N
Jay Faxon	LeftField Project Management	N
Mark LaFleur	LeftField Project Management	N
Lynn Stapleton	LeftField Project Management	Y
Mark Sardella	Wakefield Daily Item	N
Andy Bray	Walton Parent	N
Daniel Lieber	By-Law Review Committee Chair	N
Keith LaGraves	By-Law Review Committee	N

A PBC Meeting was held to conclude the Walton Elementary School Renovations and Addition Project. A quorum of PBC members was not initially present but a quorum was achieved before voting occurred. The following was noted:

Joe Bertrand called the meeting to order at 7:05 PM.

I. Other Business

DPW Projects

1. There are two DPW projects, Repairs to the North Avenue Boudiet Garage and a Feasibility Study for a New DPW Garage. DPW will set up a tour of the garage for the PBC members of the Boudiet Garage.
2. The Boudiet Garage was built in 1937 and renovated in the 1950s and again in the 1970s. The current equipment does not fit. It was originally built for the Highway Department. It now houses the Highway, Forestry, Park and Building Shop Departments and the fleet.
3. The building is not conditioned and not good for equipment that contains water.
4. Millions of dollars of equipment are stored outside which reduces the longevity of the equipment.
5. Seven different facilities are used to house the DPW Operations.
6. The garage maintains the vehicle fleet of the Police, Fire and School Departments.
7. The garage is a structural unsafe building with environmental issues a lifting floor.
8. The storage garage's drainage system has collapsed and the building leaks and has mold.
9. It was discussed that a joint campus with Reading on part of the National Guard, Camp Curtis site would not happen.
10. It was decided to study the use of the existing site from 1960s and Kittron site next door with EPA. DPW is to start RFP process.
11. An Advisory Committee for the DPW project is to be established by Rick Stinson.
12. Based on the information discussed, the PBC took the following vote.

MOTION: J. Cohen moved, seconded by J. Mc Donald, to request that DPW prepare and issue a Request for Proposals for a Feasibility Study for a new DPW Facility with Site Alternatives.

VOTE: The PBC voted unanimously to approve the request that DPW prepare and issue a Request for Proposals for a Feasibility Study for a new DPW Facility with Site Alternatives.

In Favor: 8 Against: 0 Abstained: 0

II. Administrative Actions

Vote to Approve Meeting Minutes

13. A vote to approve the meeting minutes of May 7, 2019 Permanent Building Committee Meeting occurred.

MOTION: C. Tarbell moved, seconded by J. Cohen that the PBC vote to approve the minutes of the May 7, 2019 Permanent Building Committee Meeting.

VOTE: The PBC voted unanimously to approve the minutes of the May 7, 2019 Permanent Building Committee Meeting as amended.

In Favor: 8 Against: 0 Abstained: 0

Approval of Invoices

14. The May 2019 Invoice Summary was reviewed and the following invoices for the Walton School Project were recommended for approval and voted. All Home Depot invoices were withdrawn by the School Department.

MOTION: C. Tarbell moved, seconded by C. Callanan that the PBC vote to approve payment of ESC's Invoice #S19248000.001 for the installation for hand dryers in the Teacher's Toilet Rooms for \$44.83.

Discussion: None.

VOTE: The PBC voted to approve payment of ESC's Invoice #S19248000.001 for the installation for hand dryers in the Teacher's Toilet Rooms for \$44.83.

In Favor: 8 Against: 0 Abstained: 0

MOTION: C. Tarbell moved, seconded by C. Callanan that the PBC vote to approve payment of BC Construction's Application for Payment No. 12 for \$9,900.00.

Discussion: None.

VOTE: The PBC voted to approve payment of BC Construction's Application for Payment No. 12 for \$9,900.00.

In Favor: 8 Against: 0 Abstained: 0

III. New Business

15. Two Freedom of Information Acts or Public Records Requests have been submitted to the PBC from AEC's law firm. Both requests were for very similar information which has been provided.
16. The motor of the exhaust fan is being replaced.
17. Chiller start-up and final training is to be scheduled. BC Construction is to inform Bob Schiaroli and Jay Faxon of the day and time.

IV. Budget Update

18. The Total Project Budget Status Report, dated May 31, 2019, was presented and reviewed. To date, 99.9% of the Total Project Budget has been expended and 99.9% has been committed. BC has left \$100 in the construction budget to leave it open for any further legal action.
19. There is \$7,597.94 left in the contingency budget.

V. Next Meeting:

20. There will be no more PBC Meeting scheduled for the Walton Elementary School.

VI. Adjourn

21. The following motion to adjourn and vote were made:

MOTION: C. Tarbell moved, seconded by J. Bertrand moved that the PBC vote to adjourn the meeting at 6:57 PM.

Discussion: None

VOTE: The PBC unanimously voted to adjourn the meeting at 7:52 PM.

In Favor: 8 Against: 0 Abstained: 0