

Sterling Senior Center Building Committee

Senior Center

January 7, 2016 - 5:30 PM

MINUTES

Present: Chair Maureen Cranson, Vice-Chair Michael Padula, Kevin Beaupre, Robert Bloom, Ronald Cote, Richard Maki. T-2 Architects: Peter Turowski, Libby Turowski. ACG OPM: Michael Josefek. TA: Michael Szlosek (A=6:52), COA Director Karen Phillips. Guest: Weymouth Whitney. Absent: None.

Approval of Minutes: The minutes of December 3, 2015 were approved as written following a motion by Mr. Padula and second by Mr. Cote. VOTE: YEA = 5, NAY = 0, ABS = 1.

Update by Architect: Mr. Turowski stated that he expects the building to be “substantially complete” by the end of next week (January 15, 2016) subject to final cleaning, painting, and installation of the fire radio box (possibly delayed/lost in shipment with tracking attempts in progress). He indicated that on-site owner training can commence after all the operational manuals have been copied/distributed to the owner. No formal commissioning will take place unless the Town requests such, utilizing existing construction budget funds. Currently independent sub-contactors will test equipment and systems and certify that they are operational. Reports will be submitted to the engineer for review. Town representatives Thomas Rutherford, Karen Phillips, Robert Bloom and Richard Maki will attend the training session(s) expected during the week of January 18, 2016. Mr. Josefek suggested video recording the training to assist others in better understanding systems throughout the facility. Upon installation of the main doors, the building will be available for the Town Energy Committee to conduct a building pressure test to ensure compliance with energy efficiency standards. The Committee will coordinate the testing with BSI. Mr. Turowski said that the meaning of “substantially complete” implied that the structure was “safe to occupy”. It does not indicate that all final work is completed. Both he and Mr. Josefek reminded the Committee that any damage created by the Town in moving materials into the building were not the responsibility of the architect nor the builders (BSI). A final punch list was optimistically anticipated to be completed by the end of next week (January 15, 2016).

Signage (handicap parking signs) are the Town’s responsibility and failure to have them in place may be an issue with the Building Inspector. The Committee will ask TA Szlosek to confirm that the structure is insured prior to a transfer of ownership.

Mr. Josefek reviewed several change orders and recommended that the Committee reject any charges for reconfiguring the kitchen hood Ansul system. He recommended accepting a credit of \$979 associated with a series of earlier changes requested by the customer when the 600 ampere electrical system was down-graded to a 400 ampere configuration. The initial estimate of savings was greater, however added equipment and installation such as light timers, etc., requested by the Committee, reduced the amount of potential savings. Further, additional soil was imported to the site at a cost of \$2,106.53, and a water pressure reducer was required at a cost of \$1,306. The net additional charge was \$2,433.53. The Committee moved to approve payment following a motion by Mr. Beaupre and second by Mr. Padula. VOTE: YEA = 6, NAY = 0, ABS = 0.

The Committee discussed the location of a pull-down projection screen and ultimately placed the item on "hold". Mr. Josefek said that it would be easy for the contractor to install appropriate "blocking" if a location can be identified in the near future.

ACG Update: Mr. Josefek distributed budget information and stated that the project was, "still under budget". According to his records and those produced by Karen Phillips, there is approximately \$395,000 remaining unspent. The Committee was reminded that future expenses like landscaping, telephone, computer/internet, furnishings, SMLD and DPW-provided equipment, kitchen and patio construction will reduce the current balance. Assisting with those expenses will be an anticipated contribution from the Commonwealth of \$65,000, existing COA funds, and other contributions. Josefek said that ~\$63,000 in owner-requested change orders were returned to the project after the initial contracts were accepted.

The color of the main exterior doors was thoroughly discussed and Libby Turowski suggested several possible solutions, after stating that she did not object to the specified and approved color scheme. One option was to leave the door color unchanged, a second option was to paint the interior-facing side with a paint approved, but not recommended by the manufacturer, Benjamin Moore and Sherwin Williams. Thirdly, replace the doors entirely. The delay, expense and non-returnability of the existing doors was prohibitive. Mr. Maki made a motion to paint the door frame the same color as the trim, at no expense to the customer. Mr. Turowski explained that there were only five frame colors from which to choose with mushroom being the best choice as it matched other exterior/interior building colors. The Committee ultimately voted unanimously to paint the interior door frame color the same as the trim color (shade of red) for the two doors on the west side of the building and the front door. Frames in the kitchen and mechanical room will not be painted. T2 will request a proposal from the contractor to determine cost associated with the request.

Mr. Cote reported on the status of the parking lot lights explaining that the emissions need to stay well within the project boundary. He and another neighbor have been working with Mr. Hamilton of SMLD and are testing a lamp closest to Boutelle Road using a different style of lamp fixture and a 20-watt bulb. The other (5) lamp posts will possibly have a similar style with 50-watt LED lamps. Delivery time for the substitute fixtures is about 4-6 weeks forward.

Mr. Maki reported that the flag pole, with a flag and solar powered/LED illumination, has been installed and the light is operational. Ms. Cranson said that she and Ms. Phillips would be meeting with furniture representatives this Friday to narrow the decision on furniture to be ordered. Mr. Bloom told the Committee that Comcast phone and internet service is now installed and operational and that he, Mr. Maki and Ms. Phillips are working with four vendors to install telecommunications services at the senior center and will make recommendations to the Committee.

An initial building key request has been developed and forwarded to BSI with input from Mr. Rutherford, Ms. Cranson, Ms. Phillips and Mr. Josefek. Ms. Cranson has been provided a master key but the contractor prefers that visitors remain restricted until final work is completed and the building is cleaned. The Fire Department will have access via a Knox Box.

Future Meetings: It was agreed that no joint meetings with the Committee, architects and project manager need happen until three-four weeks so that final system testing, permits, and punch lists are completed.

Next Meeting: The Committee will meet on January 21, 2016 at the Butterick Building to discuss remaining project issues.

Adjournment: Mr. Bloom and Mr. Padula motioned to adjourn the meeting at 7:22 PM. Unanimous consent was given.

Respectfully submitted,
Richard H. Maki
Richard H. Maki, Clerk