

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: September 23, 2019

Time: 7:30 PM

Location: PSAB

Attendance

PPBC Members: Present: George Kent, Richard Creem, Natasha Espada, Irwin Silverstein, Roy Schifilliti, Gene Voloshin
Absent: Stuart Chandler

BDCD Staff: Steve Popper (Director of Design and Construction)
Hank Haff (Sr. Project Manager)
Mike Retzky (Project Manager)
Steve Gentile (Project Manager)

User Representatives: Susan Neckes School Committee, Emery Grover Rep.
Anne Gulati School Finance Director, Emery Grover Rep.

Other Attendees: Rick Merson DPW Director, Central Ave Rep.
Philip Poinelli Symmes Maini & McKee Assoc.
Michael Fazio Symmes Maini & McKee Assoc.
Don Walter Dore & Whittier Architects, Inc.
Michele Rogers Dore & Whittier Architects, Inc.
Jason Boone Dore & Whittier Architects, Inc.

Minutes prepared by: Hank Haff Sr. Project Manager

A. Approval of Minutes

The Committee reviewed the minutes from the September 9, 2019 PPBC meeting. Mr. Creem made a motion that the Committee approve the minutes as presented. Mr. Voloshin seconded the motion. The motion was then voted upon and approved.

B. Solar Discussion

Rick Merson (DPW Director) attended the meeting.

Mr. Haff reviewed the presentation of six slides that compared the Sunita Williams Elementary School Solar Array with the proposed installation at the Jack Cogswell Building. Then outlined the design and construction costs for moving forward on the project, as well as the steps necessary to move the project forward. Hurdles with DPU approval of two arrays on one site, Eversource Interconnection study, Contract liability limits with the town contract, and net metering options were identified. Finally, this project was put in a larger context of Select Board ongoing studies regarding the Green Communities program, a Resiliency Study and potential future State &/or MSBA programs.

C. Project Invoices

Sunita L. Williams (Hillside) Elementary School

Mr. Kent made a motion that the Committee approve the following invoices for payment:

GovConnections	Laptop Cases	\$ 299.64
GovConnections	Laptop Cases	\$ 549.34
GovConnections	Laptop Carts	\$ 2,961.06
GovConnections	Laptop Carts	\$ 522.54
GovConnections	Laptop Carts	\$ 9,131.43
GovConnections	Mobile Adapters	\$ 4,868.53
SupplyWorks	Trash Bin trolleys	\$ 266.20
Harbor Networks	Phone support Services	\$ 2,972.64
Warner Larson	Aug 2019 Services	\$ 1,773.83

Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

Mitchell Modular Classrooms

Mr. Kent made a motion that the Committee approve the following invoices for payment:

School Specialty	Area Carpets	\$ 755.92
School Specialty	Magnetic Easels	\$ 3,052.52
School Specialty	Drying Racks	\$ 493.12

Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

High School Expansion

The Committee reviewed an invoice from Rist-Frost-Shumway Engineers in the amount of \$962.50 for services thru August 2019. The invoice was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

Central Ave Storage/Jack Cogswell Building

The Committee reviewed an invoice from UTS of Massachusetts in the amount of \$1,935.00 for material testing services thru May 2019. The invoice was reviewed and approved by Mr. Gentile. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

Memorial Park Field House

Mr. Kent made a motion that the Committee approve the following invoices for payment:

The Ockers Company	AV Installation labor	\$ 650.00
Winter Street Architects	July 2019 Services PSS 4	\$ 1,530.00
Winter Street Architects	August 2019 Services PSS 4	\$ 375.00
Winter Street Architects	July 2019 Services PSS 6	\$ 6,125.00

Winter Street Architects August 2019 Services PSS 6 \$ 6,125.00
Ms. Espada seconded the motion. The motion was then voted upon and approved unanimously.

D. School Master Plan Study

Susan Neckes (School Committee) and Anne Gulati (School Finance Director) attended the meeting.

The two companies that submitted qualifications in response to the RFQ for the School Master Plan Study, Symmes Maini & McKee Associates (SMMA), and Dore & Whittier Architects (D&W) were interviewed by the Committee.

After the interviews the Committee discussed the qualifications of the two firms. The Committee members voted for their first and second choices. The votes were unanimously in favor of Dore & Whittier Architects, Inc. as first choice. The contract will be awarded to them.

Handouts: Needham's next Steps on Solar PV; SMMA - Glossary of Terms for School Planning & Design - interview handout; D&W Needham School Master Plan, Building blocks to Success – interview handout and a Project Invoices Summary.

E. Adjournment

The meeting was adjourned at 10:00 PM.
The next PPBC meeting is scheduled for Monday, October 7, 2019 at 7:30 PM, at the Needham Town Hall Great Plain Room.

The October 21, 2019 meeting may be held at the Sunita Williams Elementary School at 7:30PM – to be confirmed.

These minutes are intended to convey the content of the discussions at the Committee meeting. If no comments are received by the next meeting, they will go to file as part of the permanent Committee record.