

FISP Committee

Meeting Date and Time: November 30, 2016 at 7:00pm

Members Present: John Hadley, Chair, Jay Duggan, Pat Crowley, Ray Bricault, Chris Rucho, Phil Mallet, Robert Chisholm

Members Not Present: Marcia Cairns, Barur Rajeshkumar, Siobhan Bohanson

Mr. Hadley called the meeting to order at 7:00 pm.

1. Police Station OPM Update: the following Update was provided by the OPM, Tony DiLuzio of Cardinal Construction: All but the gas line street opening permit application are at MassDOT for review and approval. The Selectmen's office will send Tony DiLuzio the contact for Eversource to get that application going. The Planning Board review is occurring this evening and we anticipate no issues. The contractor is on site clearing the area for the foundations and utility lines. The survey benchmarks have been set. Spoils have been scraped back and stockpiled. The contractor is submitting material samples for approval. Tony explained the various reports that he will be providing monthly to the committee. These reports will include Change Order Status, Requests for Information, Submittal Log, and Daily Work Log.
2. Construction testing Quotes: Cardinal has sought quotes for the necessary construction materials testing. The work will be billed to Cardinal and they will in return bill the Town with their allowed markup. The low bidder was Yankee Engineering & testing of Worcester MA. Jay Duggan moved and Pat Crowley seconded to recommend that Cardinal use Yankee for the testing work in the not-to-exceed amount of \$17,557. Vote: All yes. Motion passed.
3. Change in Mechanical Engineering Contractor: Tony DiLuzio explained that Reinhardt no longer has an in-house engineering department, and has changed the engineers on record to use an outside firm that will be a sub-contractor to Reinhardt Architects. The proposed firm has all the necessary qualifications and insurances. There will be no dollar value change in the architect's fee due to this change.
4. Site Sign: The committee reviewed the proposed construction sign developed by the architect. Jay Duggan moved and Pat Crowley seconded to approve the sign as presented. Vote: All yes. Motion passed.
5. Invoices: the Committee reviewed Cardinal Invoice # 7 for \$13,954.64. Pat Crowley moved and Bob Chisholm seconded to recommend to the Selectmen the payment of the invoice. Vote: All yes. Motion passed.
6. Proposed Change Order (PCO): RAC Builders had submitted a PCO for a credit to remove the work of stripping of the sod and top soils from the site that was being contemplated to be done by DPW. Due to the very low value

- of the \$2,100 credit RAC proposed, the committee did not wish to consider the PCO. The work shall stay the responsibility of the contractor.
7. Tree Clearing: Chris Rucho asked why so many trees were removed from the northern edge of the property line. The abutting neighbor is quite concerned about the loss of the vegetative buffer. It was agreed that as part of the spring work, the committee will take care of all buffer plantings and a fence as needed to resolve the issue.
 8. Senior Center Design: The Committee reviewed the draft program listing from the architect John Catlin. Bob Chisholm stated that the State Office of Elder Affairs recommends five square feet (SF) per person is a good guide for planning of the facility size square footage net of the hallways and other circulation areas. Given that range, the facility should be designed to the 10,000 SF net size. As such, Catlin's gross size of 9,222 SF is inadequate. John Hadley stated that Catlin had felt the Town does not need the larger size and that the per SF guide is simply a guide, and that size should be balanced with what the Town can afford. Ray Bricault asked if we had data to substantiate the SF needs for each program area. Bob Chisholm stated that Catlin's 9,222 represents only 3.33 SF per person. He further explained that the COA had prepared data showing projected usage which was meant to inform the size of space needed for each program area. It was agreed to invite John Catlin to the next meeting to further discuss the SF needs. The dates of Dec 8th or 15th work best and Anita Scheipers will speak to Catlin to determine which date works for him. The committee asked that Catlin be prepared to discuss the size and SF per person of the other senior centers recently built in the state.
 9. Pat Crowley moved and Jay Duggan seconded to adjourn the meeting. Vote: All yes. Motion approved. Meeting adjourned at 8:20m.

Respectfully Submitted: Anita Scheipers

Date Approved: _____