

FISP Committee

Meeting Date and Time: August 10, 2016 at 7:00pm

Members Present: John Hadley, Chair, Siobhan Bohnson, Chris Rucho, Barur Rajeshkumar, Pat Crowley, , Robert Chisholm, Ray Bricault, Phil Mallet

Members Not Present: John DiPietro, Marcia Cairns, Jay Dugan

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

1. Minutes: Chris Rucho moved and Ray Bricault seconded to accept the minutes of July 27, 2016 as presented. Vote: All in favor. Motion passed.
2. OPM Report/Review of Budget and Schedule: Mr. DiLuzio reported that he is meeting with the Conservation Commission at the site to review any wetlands issues on August 23rd. He is also in the process of looking at all site development issues and will be reaching out to DPW, and the Water and Light departments regarding getting initial site grading done, and utilities to be brought in. We need to make a decision by August 24th id DPW can complete the initial basic site work. He also stated he received the final geotechnical site survey report and all looks positive as was reported at the last meeting. He stated there have been no changes or necessary updates to the budget since our last meeting. The architect is still moving along as scheduled and will be prepared to advertise the construction on Sept 9th, and the general contractor bids are due on October 5th.
3. Architect Update: John MacMillan was present to review the site and floor plans, and building elevations documents with the committee. All utilities are expected to come onto the site on the north eastern corner and run along the northern parcel line into the building. He stated the driveway will be a two way roadway with separation for safer public access to the site, and that the building is essentially designed as a three level split layout. He explained he needs the committee to make decisions regarding what to include in the project as "add alternate" extras that can be added to the contract if the base bid comes in low enough to fund the extras. He suggested these extras could include items such as a car port in the rear for a covered parking area or an exterior rock wainscoting on the lower portion of the visible exterior walls. He explained the exterior sheathing is intended to be good quality vinyl "shakes" and horizontal "shiplap" siding. The main entrance will have a secure lobby that will allow dispatch to permit entry of someone needing an emergency secure "safe harbor", and will also allow the large meeting room to be used by the public while the rest of the building can be secured with no public access.
4. Invoices: Chris Rucho moved and Siobhan Bohnson seconded to approve the \$74,700 invoice from Reinhardt. Vote: All in favor. Motion passed. Pat

- Crowley moved and Phil Mallet seconded to approve the \$5,850 invoice for Cardinal Construction. Vote: All yes. Motion passed.
5. Subcommittee Design Team: It was asked how FISP would effectively be able to provide design guidance to the architect since things were speeding up and the committee is not able to meet frequently enough to make some necessary decisions in the time needed. Ray Bricault moved and Siobhan Bohnson seconded to have Chris Rucho, John Hadley, Jay Duggan and Phil Mallet ask as a design sub-committee. Vote: All yes. Motion passed.
 6. Future Construction Policy: Siobhan Bohnson moved and Chris Rucho seconded to ask the BoS to establish a policy that any future building design and construction project be phased in three steps as follows: 1) Schematic design, 2) full engineering and design and bid, and 3) construction, which would prevent any future occurrence of bring a project funding request to town meeting with poorly developed cost estimates based only on a schematic design. Vote: All yes. Motion passed.
 7. Senior Center Design: A) Anita Scheipers informed that a post and beam construction company had contacted her and asked if there was any interest in pursuing a post and beam design for the proposed senior center. After brief discussion, it was a clear consensus of the committee that such a design would be too expensive and not appropriate for the future center. B) The architect proposal review sub-committee presented their results of their review of all proposals and stated they recommend that three firms be interviewed by the full committee: Sterling Associates; Reinhardt, Inc., and Catlin + Petrovick. The committee agreed to hold interviews on August 16th starting at 6:30pm.
 8. Next meetings: August 10, 2016 at 7:00pm.
 9. Pat Crowley moved and Ray Bricault seconded to adjourn the meeting. Vote: All yes. Motion approved. Meeting adjourned at 9:04pm.

Respectfully Submitted: Anita Scheipers

Date Approved: 9/13/2016