** Town of West Boylston**

140 Worcester Street, West Boylston, Massachusetts 01583

**Facilities Implementation & Strategic Planning Cmte.**

**Meeting Minutes**

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| **Date / Time / Location of Meeting****February 20, 2019; 6:00 p.m.; Board Meeting Room, 140 Worcester Street** |  |
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| **Members Present****Christopher A. Rucho****John W. Hadley****Siobhan M. Bohnson****Raymond Bricault****Phil Mallet** |  |
| **Members NOT Present****Barur R. Rajeshkumar****Patrick J. Crowley** |  |
| **Invited Guests:****Tom Welsh, Fire Chief****Anthony DiLuzio** |  |
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Mr. Hadley convened the meeting at 6:01 p.m.

1. Invoices Approval of Invoices

a. Caolo & Bieniek Associates: Invoice #5939, $8,032.50 – we will have one more invoice after this.

 Motion Mr. Bricault to approve, second by Ms. Bohnson, all in favor.

b. RAC Builders, Inc.: Application No. 10, $384,047.00

 Motion Mr. Rucho to approve, second by Mr. Bricault, all in favor.

c .Colliers International: Inv #23436, $14,991.67

 Tony explains that the additional charges on the invoices were for additional services to their contract for their work on the hazmat management. They were required to put together a report on the costs of the debris removal for the demo claim.

 Motion Mr. Rucho to approve, second by Ms. Bohnson, all in favor.

d. Colliers International : Inv #132, $9,216.67

 This is the standard monthly invoice.

 Motion Mr. Rucho, second by Mr. Bricault. Mr. Bricault asked how does the landscaping being put off impact the contract. Tony notes that his hours are reduced and it will last until the end. Vote on the motion – all in favor.

e. Eversource $284.08

 Tony recommends rejecting this and giving it to the contractor.

f. Dell Marketing $3,966.12

 Tony reports that when Paul of CM Geeks was at the site he told him he had received all the equipment and he was waiting for the WBMLP to put a transformer on the cable. Mr. Rucho thinks this is the one for the office and the one for the kitchen. Tony states they were in the budget when you approved the expenditure. Lisa and Paul were here and said what was needed. Anita put together a purchase order for the items.

 Motion Mr. Bricault to approve, second by Ms. Bohnson, all in favor.

g. Change Order #6

 Mr. Rucho asked about the backflow preventer. Tony reports it is required by code. We need to know where the televisions are going and how big they are. Down spouts were part of the site drainage. With regard to the pump house fire alarm there are a number of items that needed the alarm brought to them and they are required by code. They estimate extending the contract by 32 days to February 28. It is a no cost change. Changes to the sinks. There were two sinks specified by the architect and engineer. They proposed the wrong sink, we swapped it out, it was a mistake on the drawings and we have not exceeded our errors and omissions. We have to pay a restocking charge. Carbon Monoxide Detector we needed an additional detector where the fireplace is. Under furnishings and install we need one sign for the movable petitions it can be staked at either side of the great room and the sign is needed for safety.

 Motion Mr. Bricault to approve, seconded by Ms. Bohnson, all in favor

2. Fire Station Discussion

 The Chief reports that he already has one quote from John MacMillan and he has names of other architects who have done projects for area departments. He intends to solicit quotes from them as well. The quote for the boring contractor is to make sure there are no unforeseen problems in the ground. Then we have an inside hazmat investigation. Mr. Hadley doesn’t believe we will need to put an addition on the building. There was an issue with the garage doors being too small and the Chief has reduced the equipment numbers to resolve that issue. Mr. Hadley feels we should do the study and the remediation and whatever we have left over do the work. The Chief already had a spot abatement done inside the building. His concern is the money will go fast if we remove any asbestos. Mr. Hadley suggested this be Phase 1 of the project and perhaps next year we could address the bathrooms and sleeping quarters. His thinking is small projects over the next five years. Ms. Bohnson feels that if the grant money can be used for this then we should go forward with it. Mr. Crowley thinks if we can use the money to abate the asbestos we should. Mr. Rucho feels this is one quarter of what needs to be done. He thinks we will have to put money into the building if we move forward with the project, and noted that the building currently is safe. Mr. Mallet pointed out that once the asbestos is unencapsulated, then you have a problem. Mr. Hadley suggested getting prices from the vendor previously used on the asbestos abatement project for the next meeting.

 Phase 1, the Architectural/Engineering Study will cost $27,000. The second phase will be about $25,000. Mr. Crowley feels we need to know what they can do for us for $125,000 and if that only covers one third of the building then we need another discussion. Chief Welsh explained that the row of lights needs to be removed, you put new ones up, or you put the old ones back in. They money will go fast. He reports that he has another $15,000 left over from the original project, which he can put towards the budget. The Chief feels it would make sense to write a scope of services for the occupied and unoccupied areas and deal with the areas you most need to work with. You know the materials is there, it is not posing a health or safety risk yet. You have to have a plan to deal with it. Mr. Bricault questioned whether we should go with Phase 2 which includes the hazmat investigation, cost estimator, geotechnical engineer/boring contractor. Instead of Phase I.

 Motion Ms. Bohnson for the Fire Chief to go with Phases 1 and 2 at the same time, second by Mr. Bricault. The group would like to exclude the geotechnical. Mr. Rucho asked going forward do we need to do handicapped access and women’s showers. Vote on the motion – Messrs. Hadley, Bricault, Mallet and Ms. Bohnson yes; Mr. Rucho no.

 Motion Mr. Bricault at 7:03 p.m. to adjourn, second by Ms. Bohnson, all in favor.

Respectfully submitted, Approved: March 13, 2019

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Nancy E. Lucier, Municipal Assistant John W. Hadley, Chairman

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 Christopher A. Rucho

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 Patrick J. Crowley

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 Siobhan M. Bohnson

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 Phil Mallet

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 Raymond Bricault