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Meeting Minutes 01/03/2006

APPROVED

TOWN OF ARLINGTON
MINUTES
REGULAR MEETING
PERMANENT TOWN BUILDING COMMITTEE
TUESDAY, JANUARY 3, 2006

PRESENT: John Cole, Chair Mark Miano
 William Shea, Vice Chair Brian Sullivan
 Robert Juusola Martin Thrope

ABSENT: Robert Addelson
 Thomas Caccavaro
 Charles Stretton

PARTICIPANTS: Greg Carrell, The Carrell Group
 John Chicarello, Dallin School
 Carl Franceschi, DRA
 Chief McEwen, Arlington Fire Department
 Kevin Nigro, PMA
 Steve Rusteika, PMA
 Wallis Raemer, Dallin School

CALL TO ORDER: 7:30 p.m.

DALLIN SCHOOL UPDATE

- Mr. Nigro reported on the status of the Dallin School. There is an issue involving a complaint from a Dow Avenue neighbor regarding light shining into their sunroom. There are three lights on the back of the building and one on the side. Ms. Marisa Somers has informed Mr. Nigro that she is concerned that this neighbor may try to organize a group of neighbors to file a complaint. Mr. Chaires is waiting to hear back from the manufacturer regarding light shields. The same light fixtures have not caused any complaints from the Peirce School neighbors. Mr. Juusola and Mr. Chaires will look into lighting options.
- The punch list doesn't contain any major items. One small item involves the mailboxes in the administration area.
- A list has been given to Castagna for close out (i.e. owners manuals, mechanical system, plumbing, etc.). Mr. Miano requested that Mr. Nigro set up a lesson for the fire alarm panel
- Mr. Nigro reported that the heating issues seem to be the result of a signal problem between the roof top unit and two other boxes and he believes it has been resolved.
- The problem of a smell near the custodial room has been addressed by a valve adjustment.
- Mr. Shea requested a punch list with dollar figures. Mr. Chaires will monetize the punch list after reviewing it.
- Mr. Miano requested a list of names and phone numbers of the appropriate contact people in case any problems arise with the different building systems.

MASSACHUSETTS OFFICE ON DISABILITY

- Mr. Chaires will contact Deputy Chief Springer regarding the visual alarms issue. When he spoke to him earlier he believed that the building was adequately covered with the sound alarms, however Mr. Chaires will confirm this with him. Mr. Miano also said that he would contact him about this as well.
- Mr. Chaires reported that Items #2 and #3 on the MOD letter involve interpretation questions regarding school vs. park property. Mr. Chaires believes a ramp will probably have to be built. Mr. Sullivan has a meeting scheduled with town departments this week and will discuss the situation with them.

- Discussion ensued regarding park accessibility. Mr. Cole questioned if this issue could be delayed to a later date when Florence Field is done over. Mr. Sullivan informed the committee that that is not part of the Capital Improvement Plan within the next five years.
- Mr. Juusola asked if the committee could inform the MOD that the issue has been referred to the Parks and Recreation Commission to be addressed at a later time. Mr. Chaires stated that Michael Byrne gave a temporary Certificate of Occupancy for 30 days and requested that this issue be addressed.
- Mr. Nigro suggested turning the walkway into a ramp.
- Mr. Chaires will come back with an update on the above-mentioned MOD items and a drafted letter to them. He also will address the option of blocking off the stair completely.
- Mr. Shea stated that he feels the use of a wooden fence to conceal a transformer and chiller unit is not an attractive option. He asked if shrubbery could be used instead.
- Mr. Chaires will present minor change orders at the next meetings.

PMA CONTRACT AMENDMENT

- Mr. Sullivan reviewed the original PMA contract and compared it to the proposed changes. The original proposals the committee received were all within the mid to high \$200,000 price range. PMA's revised proposal was \$193,000. Because the original contract did not allocate hours for the month of December, the contract lasted longer than originally planned, and the reduction of PMA's original contract amount to \$193,000, Mr. Sullivan feels fair compensation would be the minimal allocation of the monthly fee of \$11,751.33, increased to \$15,000. January hours should be billed on an hourly basis.
- Mr. Shea reminded the committee that PMA's project management services started one month after the billing started. He also mentioned a Wentworth graduate who worked on the job for a month but was not as experienced as Mr. Nigro. Although very happy with PMA's performance, Mr. Shea feels that allowances were already made for PMA.
- Mr. Nigro stated that his August start date prevented him from taking a vacation.
- Mr. Rusteika stated that the project deficit of \$15,000 does not include deductibles.
- Mr. Juusola stated his support for Mr. Sullivan's proposal. Mr. Cole supports Mr. Sullivan's proposal and feels that Arlington was well served by PMA. The project went very smoothly and he is pleased with the result.
- **MOTION:** Mr. Sullivan motioned to compensate PMA \$15,000 for their time through December 2005 and for additional expenses to be incurred on an hourly basis. Mr. Juusola seconded the motion, which was approved by Mr. Cole, Mr. Miano and Mr. Thrope. Mr. Shea voted opposed to the motion.

PARK CIRCLE FIRE STATION

- Mr. Sullivan reported that Mr. Maher would prefer to wait until the bids for the Park Circle Fire Station come in before proceeding with a town article.
- Mr. Shea asked if it was possible to amend the Capital Improvement Plan. Mr. Sullivan stated that it would have to wait until July 1.
- Mr. Sullivan will discuss how to proceed with Mr. Maher. There will be no fire station articles for now. Once the bids come in, if a substantial amount of additional funding is required, at that point a special town meeting may be necessary. If not, the Capital Improvement Plan is an option.

OTHER BUSINESS

- **MOTION:** Mr. Shea motioned to approve meeting minutes of November 1, 2005 and November 15, 2005. Mr. Sullivan seconded the motion, which was passed unanimously.

NEXT MEETING

- The next meeting is scheduled for January 17, 2006 at 7:30 p.m. in the Superintendent's Office.

The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Vicki Good

