



**Town of Arlington, Massachusetts**  
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## Meeting Minutes 11/29/2005

**TOWN OF ARLINGTON  
 MINUTES  
 REGULAR MEETING  
 PERMANENT TOWN BUILDING COMMITTEE  
 TUESDAY, NOVEMBER 29, 2005**

**PRESENT:** John Cole, Chair Robert Juusola  
 William Shea, Vice Chair Mark Miano  
 Robert Addelson Marty Thrope  
 Charles Stretton

**ABSENT:** Thomas Caccavaro  
 Brian Sullivan

**PARTICIPANTS:** Greg Carrell, The Carrell Group  
 Stefan Chaires, DRA  
 John Chicarello, Dallin School  
 Carl Franceschi, DRA  
 Chief McEwen, Arlington Fire Department  
 Wallis Raemer, Dallin School

### PARK CIRCLE FIRE STATION UPDATE

- Mr. Carrell presented a letter that discussed the last PTBC meeting and a subsequent meeting with Mr. Shea. Options for the Park Avenue Fire Station were presented. The original design was for a station with two bays and a full basement. In order to present plans within the authorized \$2.5 million, other options had to be explored. One plan is a single bay fire station and one half of the basement deleted. Another option is a two bay station with no basement. At a meeting last night with the Selectmen, John Cole and Chief McEwen discussed the two options, and chose to support a one bay station, thereby reducing the square footage and the size of the basement by eliminating the auxiliary/meeting room. A discussion ensued about whether to fill the space underneath the apparatus room or put a slab.
- John Cole stated that the Selectmen were not prepared to vote last night and wanted more time to review the information and plan to vote on it next Monday.
- Chief McEwen stated that the project has the support of the Town Manager and that he hopes Mr. Shea and Mr. Carrell will come to an agreement regarding the contract so that the architect can proceed.
- Mr. Thrope questioned if going with the one-bay option is somewhat short-term in terms of planning for the future. Chief McEwen had previously mentioned the eventual regionalization of fire services with other communities. Chief McEwen responded that if the two bay project is pushed ahead, it may not pass through Town Meeting and he is concerned with the seventy-five men and women of the Fire Department. He has spoken to the Town Manager regarding the number of bays needed in Arlington and knows that this project will leave the town adequately covered with ten bays. Although the difference of \$500,000 over twenty years is not a lot, it could make or break this project passing Town Meeting. Having two bays will reopen the debate, which he feels is unnecessary.
- Mr. Cole proposes supporting the option that is currently before the Selectmen.

### PEIRCE SCHOOL UPDATE

- Mr. Shea will meet with Mr. Addelson and the mechanical engineer, Wayne Mattson, at 10:00 am on Thursday to discuss the building temperature. Mr. Miano stated that changes of parameters within the systems are being made. A

discussion ensued regarding the temperature problems at Peirce. Mr. Mattson and the architect stated that the building was operating fine when the building was handed over. Building ventilators on the roof are problematic. The roof surface may be super heating the building.

- Mr. Miano stated that the temperature measurements of one classroom may vary as much as 10 degrees, when the difference in space is only five feet.
- Mr. Addelson questioned if the ventilators are sucking air off of the roof, then does it become an architectural problem? Mr. Cole stated that not really, but it is an overlap between the mechanical engineer and the architectural impact of the unit.

### **OTTOSON SCHOOL AUDIT**

- Mr. Addelson presented information regarding the DOE's questions about the cost of the Ottoson renovation and whether or not the costs will be reimbursed. He is hoping that members of the committee have the historical knowledge relevant to the project.
- Mr. Shea stated that the project had 46 change orders that were listed out as 975 items, which increased the price by over \$3.5 million. Mr. Addelson asked Mr. Shea to categorize the 975 items into 6 or 7 already defined categories and to clarify each change order.
- Mr. Addelson stated that he was told that over 50% of the change orders were owner driven (i.e. \$146,000 for asbestos removal). He also asked if the changes were owner-driven, if that implied that they were discretionary, although he is aware that they were not.
- The project cost was originally set at \$8.5 million in 1994, but that figure was put together as a rough estimate when submitting the original paperwork to the DOE. By the time the bids came in for the project in 1996, the price had increased to \$11.5 million.
- Mr. Cole stated that the project was chosen to be a renovation as opposed to a more costly re-build. Because of this, Arlington is now in a position in which we need to defend the costs. There were many latent conditions that were discovered during construction and lead to cost increases.
- Mr. Addelson stated that the DOE committee had intended to vote on the reimbursement by 11/30, but that that was unreasonable due to all of the work required. He believes that they will vote at the next meeting, scheduled in January.
- Mr. Addelson will send the e-file to Mr. Cole to review. Mr. Addelson stated that some of the frustration in working through this project is that the DOE is drafting the rules as they move forward.

### **DALLIN SCHOOL UPDATE**

- Mr. Chaires stated that the Dallin School is very close to sub-completion. Mr. Nigro concurred. Mr. Chaires is working on a first floor punch list.
- Outstanding items for the Dallin School include lighting in the cafetorium. Tile work is complete. None of the work which needs to be complete will hold up furniture delivery. The plantings are done. The ramp railings and handicap rails are on site and ready to install. Furniture delivery was a little slow last week, but there was a lot of activity yesterday and today. The fence issue in the back has been resolved. The handicap access monitor was on site and gave Mr. Nigro a list of what they would like to see. He will update the change order log.
- Mr. Chaires reported that the painters, electricians and landscapers are all doing their finishing touches. Movers are coming in on 12/16 and boxes will be delivered to the classrooms on Saturday, 12/17.
- Mr. Addelson prefers that the cleaners come in on Sunday, 12/18 so that the rooms will be ready for the teachers' arrival on Monday, 12/19.
- Mr. Addelson reported that there has been some confusion regarding the delivery of computer tables. The consultant, Nancy Lohrer, requested a delivery date of 11/28 and 11/29, but the company scheduled delivery for 12/28 and 12/29. Ms. Lohrer has informed the company that they are responsible for any costs incurred by not having delivery on 11/28 and 11/29 (i.e. wiring the computers, etc.).
- Mr. Chicarello stated that there are approximately 100 boxes per kindergarten teacher, 75-80 boxes per first grade teacher, and 60 boxes per second grade teacher. He asked when the teachers could come see the building.
- Mr. Chaires stated that the building inspector is coming on 12/9. The building is almost at sub-completion. He said that there are liability issues surrounding when the building goes from being owned by the contractor to being owned by the town.
- Mr. Shea asked if the punch list compares to the Peirce School punch list. Mr. Chaires reported that the Dallin School is in much better shape at this point than the Peirce School was. Mr. Shea stated his hopes that the Dallin School punch list not take as long to complete as the Peirce School's list. A discussion ensued about deferring final payment until the punch list is complete.
- Mr. Chaires reported that the play structure and surface will be built in the spring.
- A 12/5 visitation date for the teacher walk through was scheduled.
- Mr. Addelson stated that Mr. Mazzola needs to upload software on to the pcs which are being delivered next week. RCN is working on laying the fiber. Mr. Addelson asked Mr. Chaires to call him if the RCN schedule changes so that he in turn can notify Mr. Mazzola.

- Mr. Nigro updated the committee on a neighbor who complained that a Dallin light is shining into his home. Mr. Nigro requested that the bulb from the light near the nurses' station be switched with the light causing the problem. Mr. Chaires will take care of it.
- Mr. Nigro reported that the handicap access monitors have three main issues: playground accessibility (stair is there, not a ramp); visual fire department strobes (plenty of audible strobes exist); seating in the main lobby does not allow wheelchair people to sit shoulder-to-shoulder with those seated on benches. Mr. Chaires expects a report from the Massachusetts Office on Disability sometime next week. Everything else at the Dallin, i.e. sink heights, ramps, etc. are all fine. Mr. Chaires will look into clarification for what is a request from the Mass. Office on Disability and what is a statute.
- Mr. Miano said that they are proceeding with the curb cuts. Keys will be delivered on Thursday, 12/1. American Alarm will install the alarm system next Tuesday.
- A resident contacted Mr. Chicarello regarding teenagers parking in the rear of the school.
- A discussion ensued regarding the kitchen door not being alarmed for milk and other deliveries. Mr. Chaires mentioned using a key pad, but concerns arose regarding access to the whole building and the additional expense to the town for zoning just that area. Mr. Chaires will look into a key switch alternative.
- Ms. Raemer requested a fire evacuation plan. Mr. Chaires will get that to her.
- Mr. Chaires expects some pressure to release the retainage once the punch list is complete. Mr. Cole suggests holding on to it as long as necessary – the contractor has 45 days to complete the punch list. He prefers not releasing the retainage in pieces but would rather pay it all when the work is done.
- Mr. Cole reported receiving a call from PMA regarding de-staffing at the Dallin site. Mr. Nigro stated that there is not much work there now. Mr. Cole will review the contract.
- Mr. Shea asked Mr. Chaires if we need PMA for the punch list. Mr. Nigro has pursued Castagna for punch list items and feels it is more effective for him to meet with Castagna on site to review the list. They will address Marisa Somer's time at the next meeting, scheduled in two weeks.
- Mr. Chaires presented requisition #16 for \$701,601.68. Completion is at 95%. Mr. Nigro reviewed the requisition and said that everything is in order. Mr. Shea motioned to approve payment, Mr. Cole seconded the motion. Motion passed unanimously.
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#### **OTHER BUSINESS**

- Meeting minutes from November 1 and November 15 were voted upon. Mr. Shea voted to accept the minutes, with Mr. Addelson seconding the motion, which was passed unanimously. Mr. Cole abstained from voting.
- Invoice #0000041 for DRA expenses totaling \$133.33 was presented. Mr. Shea motioned to approve the invoice, with Mr. Thrope seconding the motion. Motion was passed unanimously.
- Invoice #28305 for \$117.25 from Conn Kavanaugh Rosenthal Peisch & Ford for Hardy litigation was presented. Mr. Thrope motioned to approve the invoice, with Mr. Shea seconding the motion. Motion was passed unanimously.

#### **NEXT MEETING**

The next meeting is scheduled for December 6 at 7:30 p.m.

The meeting was adjourned at 9:50 p.m.

Respectfully submitted,

Vicki Good