



**Town of Arlington, Massachusetts**  
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## Building Committee Minutes 02-04-2003

**TOWN OF ARLINGTON  
 MINUTES  
 REGULAR MEETING  
 PERMANENT TOWN BUILDING COMMITTEE  
 TUESDAY, FEBRUARY 4, 2003**

**PRESENT:** John Cole, Chairman Robert Juusola  
 Thomas Caccavaro Suzanne Owayda  
 Teresa DeBenedictis Charles Stretton

**ABSENT:** Kathleen Donovan William Shea  
 Nancy Galkowski

**PARTICIPANTS:** David Kale, Arlington Public Schools  
 Stefan Chaires, DRA  
 Gregory Carell, Carell Group  
 Joseph Drouin/Walter Jacobs – Design Partnership of Cambridge, Inc.  
 Also present: Greg Heath – Dallin Community

**CALL TO ORDER:** 7:30 p.m.

### PARK AVENUE FIRE STATION

- Mr. Carell met with the Fire Department and has taken input from that meeting to further develop the fire station design program. In addition, the documents have been forwarded to their civil engineer. The survey has been postponed until the ground is able to receive testing. Their technology consultant will be meeting with those involved with the department's technology to be sure that those areas are covered.
- Chief Maimone has seen the first draft of the design and has received a lot of feedback from the department's building committee. The drawings have been posted at the fire station for the firefighters to review and to make recommendations.
- An updated version of the initial scheme was shown to the PTBC this evening for review. This will be shown to the Fire Department tomorrow for their review and modifications, so that the plan can be developed to a point where the architect can get some reliable estimates.
- The bidding process is deferred to the next phase after Town Meeting approval of the budget.
- Mr. Carell will report back to the committee at its meeting on February 18<sup>th</sup>.

### PEIRCE SCHOOL CLOSE-OUT

- As the result of a recent meeting with Castagna, Mr. Chaires reported that most of the open punch list items at issue had been resolved. Outstanding items include unsuitable soil monitoring, window glazing, miscellaneous metals, and credits for the utility back charge. Castagna has submitted pay application #16 for approval this evening, but (for accounting purposes) Mr. Chaires asked that the committee first approve the existing change orders. He will then ask Castagna to revise and resubmit the pay requisition.

On a **MOTION** by Mr. Caccavaro and seconded by Mr. Juusola, it was VOTED to **accept the following change orders:**

- **No. 10 - \$31,242.40**
- **No. 11 - \$13,770.48**
- **No. 12 - \$4,299.88**

ROLL CALL VOTE: Unanimous

On a **MOTION** by Mr. Caccavaro and seconded by Ms. DeBenedictis, it was VOTED to **approve payment of the above Change Orders No. 10, 11, and 12.** ROLL CALL VOTE: Unanimous

- Mr. Caccavaro raised the issue of the oil, gas, and water separator that was approved by the former Director of Public Works without the authorization of the PTBC. Because there was no authorization and because there was no law or code that required the town to do the work, Mr.

Caccavaro feels that a credit is due from the Department of Public Works. In addition, Mr. Caccavaro stated that a credit had been incorrectly issued to the DPW for work on Blossom Street which should have gone to the PTBC. Mr. Caccavaro is investigating both issues.

#### **DALLIN SCHOOL UPDATE**

- Mr. Chaires distributed plan deductions and classroom layouts which he reviewed with the committee. The goal is to cut roughly 5% (2700 s.f.) from the plan. One of the program spaces they plan to take is the science room on the first floor. The architect is in the process of drafting a letter to the DOE with regard to that particular change. They feel that it is important to document so that when the audit is done no questions will be raised about that issue. Mr. Chaires reviewed the deduction diagrams with the committee.
- In terms of input from the School Department and the Dallin community, the Superintendent of Schools has reviewed the plan with the Principal.
  - o The architect is currently sorting through questions from various parent groups. Mr. Greg Heath was in attendance as a concerned citizen who is on the Dallin Safety Committee and the Dallin Building Committee. He submitted comments for the committee's review, a copy of which was sent to the Town Manager and the Superintendent of Schools. Mr. Cole said that comments should be referred in writing to the School Department and to DRA. Any modifications will come back to the PTBC for approval.
- The schedule was distributed to the committee.
  - o Since the beginning of January, the architects have been working through the plan reductions and are proceeding with the 3<sup>rd</sup> scheme (distributed this evening).
  - o A technical review will take place on Friday with the School Department Technical Consultant.
  - o The architect still needs to set up a meeting with the Food Service Director. The architect is also in the process of trying to accommodate green design possibilities in various areas and will update the committee about those issues at the next meeting.
  - o Meetings will be arranged with the Building Inspector and the Fire Department once the plans are more developed.
  - o April 3<sup>rd</sup> is still the bid date with bids back on May 15<sup>th</sup> in time for the May 28<sup>th</sup> Town Meeting. June 26<sup>th</sup> is the last date to award the contract.
- In order to compare some cost reductions, the architect distributed a list of the Peirce reductions for review by the committee.

#### **MTC GRANT APPLICATION – DPC**

- Mr. Walter Jacob reviewed for the committee's approval the final draft of the second stage MTC (Massachusetts Technical Collaborative) grant application for the Green Schools Initiative Design and Construction Assistance for the Thompson School which must be submitted by tomorrow (February 5<sup>th</sup>). There was discussion of the technical issues for which the town would be applying for funding. The committee approved the application and opted for the 50kW wind turbine in the technical design. Mr. Robert Juusola was named as a contact person on the application and Kathleen Donovan as the contact through the School Department.

#### **OTHER BUSINESS**

- A report on the Brackett noise remediation was forwarded to Mr. Shea for his review.
- ICON Invoices - ICON Architecture recently sent invoices for work done at the Bishop and Hardy that were never submitted for payment. Invoices included \$1500 for food service equipment and casework design at the Bishop, \$13,075.76 for landscape services at Hardy, \$32,000 for Smith & Wessel, and \$6500 for parapet and lintel repair at the Hardy. After some discussion, it was decided that the committee would approve the following invoices.

On a **MOTION** by Mr. Caccavaro and seconded by Ms. Owayda, it was VOTED to approve **ICON invoice #2773 in the amount of \$6,500.00 for parapet and lintel repair work at the Hardy School.** ROLL CALL VOTE: Unanimous

On a **MOTION** by Mr. Juusola and seconded by Mr. Caccavaro, it was VOTED to approve **ICON invoice #0396028 in the amount of \$832.50 for fixtures, furnishings, and equipment.** ROLL CALL VOTE: Unanimous

- DPC Invoices

On a **MOTION** by Mr. Juusola and seconded by Ms. DeBenedictis, it was VOTED to approve **Design Partnership of Cambridge Inc. invoice #22470 for work done in December, 2002, for the Stratton for 15% of phase one of the contract for a total of \$42,887.50 and invoice #23027 for January, 2003, for Stratton for 30% of phase one of the contract for a total of \$37,125.00.**

ROLL CALL VOTE: Unanimous

**DALLIN DISCUSSION**

- Mr. Juusola will prepare a Request for Proposals for a third party review of the Dallin design documents.
- There is some concern with regard to DRA's compressed schedule, and the committee will discuss the issue at its next meeting.

**ADJOURNMENT**

The meeting was adjourned at 10:15 p.m.

Respectfully submitted,

Marie Carroll