

Montague DPW Facility Planning Committee
Meeting Minutes: 22 May 2018

The Chair convened the meeting at 4:35 PM

Members present: Ken Morin, Chair; Jason Burbank, Jay DiPucchio, Mark Fairbrother, Bob Macewicz

Regrets: Mark Williams

Also present: Steve Ellis, Town Administrator; Walter Ramsey, Town Planner; Tom Bergeron, DPW Superintendent; Ariel Elan, citizen

No votes were taken until a full quorum was present.

There was general acknowledgement of the efforts of all hands in securing the affirmative vote of the Town for the debt exclusion at the May 21 election. Particular kudos to Ms. Elan for her citizen action.

Discussion of our future efforts maintaining focus on developing the project substantially as designed and described for public discussion, i.e. notwithstanding cost containment measures throughout design and construction, the basic concept should be adhered to...no return to drastically diminished approaches.

Ramsey summarized next steps as reforming the Planning Committee into a Building Committee and developing the RFQ for an OPM (owner's project manager).

It was noted that the current committee's term ends June 30. The Selectboard may reconstitute the Building Committee with a different number of members than the current committee of 7.

All current members expressed interest in continuing to the new committee. Elan expressed interest in being considered. Ramsey noted that former Building Inspector David Jenson had also expressed interest. Ellis noted that the former Public Safety Building Co-chair Pam Hanold had considerable experience, with timely value regarding the OPM selection process. Morin will approach both Hanold and former committee member Deb Radway to see if they would consider being brought forward to the Selectboard for inclusion on the new committee.

Discussion also of informal membership on the new committee similar to that of the Public Safety Building Committee. Bergeron noted that the DPW head mechanic would like to present. Discussion of encouraging outreach for certain technical expertise at appropriate points in the process. Ramsey to draft proposal on process for creating the new committee and its charge, along with names for Selectboard consideration at their June 4 meeting.

Ellis and Ramsey to review OPM RFQ process and prepare a draft RFQ for committee consideration.

There was discussion of the Selectboard's potential delegation of certain authorities to representatives the Building Committee necessary for expeditious action during construction.

Some preliminary discussion of HVAC issues and lessons learned from the Public Safety Facility process.

Motion by DiPucchio and Second by Fairbrother to adopt all prior outstanding minutes as presented and posted on the Town website. Unanimous.

Next meeting set for June 19, 4:30-6PM Town Hall, 1st Floor Meeting Room.

Motion to adjourn DiPucchio, Second Macewicz.

Meeting adjourned by acclamation 5:24 PM

Minutes submitted by j. dipucchio