



Public Works Facility Building Committee Meeting Minutes

Montague Town Hall

One Avenue A, Turners Falls, MA 01376

Tuesday, September 10, 2019 @ 5:30 PM

AGENDA

Votes May Be Taken

Present: Ken Morin, Jay DiPucchio, Pam Hanold, Bob Macewicz, Mark Fairbrother, Tom Bergeron (Highway Supt.), Neil Joyce (CMS), Mark Williams, Roger Hoyt (CMS), David Jensen, Ariel Elan, Jason Burbank

Absent: Richard Widmer (Alternate Member), Walter Ramsey (Town Planner), Steven Ellis (Town Administrator), Chris Rice

Call to Order – 5:30 PM

1. Approve Meeting Minutes of July 23, 2019 - Motion to Approve as submitted. Second with Unanimous Approval. Approval of Executive Session Minutes from July 23, 2019. Motion to approve as submitted. Second with unanimous approval.
2. Construction Update –
 - i. Work has commenced. Site preparation work has largely been completed (land clearing, top soil stripping, erosion controls, temporary fence, field office trailers, etc.).
 - ii. Construction Schedule Projected – Operations for the coming 30-60 days include foundation construction, site utilities, and utility connections in Turners Falls Road.
 - iii. Submittals are off to a good start. Schedule of Values has been approved, and first requisition is under review by the Team.

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3. Change Order review process: Approval by whole committee will be required for changes in excess of \$20,000. For Changes under \$20,000, approval can be made by two representatives of the Building Committee- Ken Morin (Committee Chair), Dave Jensen or Steven Ellis. Jay DiPucchio was selected to act as an alternate member if others are absent. A minimum of two "Town" signatures will be required on all Change Orders.

4. Communications Update – CMS has provided three options for consideration by the committee, along with a coverage study based on 60' height of the antenna. Building mounted solution will cost +/- 10K, 60' Tower cost with foundation will be approx. 128K, and 100' Tower and foundation will cost 155K. A radio coverage study was also completed, based on a 60' antenna height. Results were provided to the committee for their review. It can be anticipated if the antenna is lower than 60', a reduction in coverage can be expected. If greater than 60', improved coverage can be expected. After meeting with the PD and FD, it is not anticipated that either will require future access to the Tower. This should be verified with Town and first responders to confirm. More information will be required.

5. Building Commissioning: Review of overall commissioning process was provided at prior meeting. Jason confirmed that an Owner's Project Requirements Memorandum be prepared outlining expectations for Commissioning Process. Eversource Electric incentives will be sought for all equipment which qualifies. Motion for Jason Burbank to act as Commissioning Agent for the project, with a second heard. Vote was unanimous in favor.

6. Topics not Anticipated in 48 Hours of Posting
a Fuel Farm provision – services extended from building to exterior location. Need cost estimate for conduits from building to future location. Pursue with HKA for design (conceptual).

7. Confirm Future Meetings Schedule - Tuesday, October 8 @ 5:30 PM

Motion Adjourned 6:55 PM

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