



# Public Works Facility Building Committee Meeting Minutes

Montague Town Hall

One Avenue A, Turners Falls, MA 01376

Tuesday, December 3, 2019 @ 6:00 PM

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

Absent: Ariel Elan, Steven Ellis (Town Administrator), Mark Fairbrother

Call to Order – 6:00 PM

1. Approve Meeting Minutes of November 12, 2019 - Motion to Approve as amended (noted Committee Member Williams was absent from the last meeting). Second with Unanimous Approval.
2. Progress Reports:
  - a. Construction Update
    - i. Foundation is completed.
    - ii. Processing of Materials is completed - Site grading / processed materials used as foundation backfill on site.
    - iii. Insulation and air/vapor barrier applied to foundation walls in progress
    - iv. Masonry veneer / base at foundation is in progress / completed prior to installation of metal building
    - v. Installation of salt shed (component delivery this week)
    - vi. Metal Building Delivery – mid-December
    - vii. Water line relocation is completed
  - b. Budget Update
    - i. Total expenses to date - \$2,172,000.
    - ii. Total of \$400K has been removed from contingency to fund the fuel depot (\$385K to construction and \$15K to designer – add services).
  - c. Change Orders:
    - i. No formal change orders have been issued to date
    - ii. Total of \$50K is included in the budget for potential liabilities

The Town of Montague is an equal opportunity provider and employer

- d. Fuel Facility Update:
  - i. Information from Town has been passed along to design team for review. No decision has been made on above / below ground tanks, or the inclusion of a canopy.
3. Communications Update – Antenna and schematic mounting details were provided by Cybercomm and will be forwarded to HKA for review. Antenna will be mounted on the east gable end of the building. Radio information for base and mobile units will follow.
4. Commissioning – Owner’s Project Requirements (Jason Burbank) – review continued with committee comments / amendments
  - a. Confirm unoccupied setbacks are applicable to radiant heat.
5. Confirm Future Meetings Schedule - Tuesday, January 7th @ 5:30 PM
6. Furniture:
  - a. Conceptual furniture plan has been provided to the Town for review. Procurement via state contract or Mass Correctional to be determined.
  - b. CMS recommended reviewing tool placement and associated power requirements.

Motion to Adjourn 7:05 PM