



Public Works Facility Building Committee Meeting Minutes

Montague Town Hall

One Avenue A, Turners Falls, MA 01376

Tuesday, January 7, 2020 @ 5:30 PM

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

Absent: none

Call to Order – 5:30 PM

1. Approve Meeting Minutes of December 3, 2019 - Motion to Approve. Second with Unanimous Approval.
2. Progress Reports:
 - a. Construction Update
 - i. Primary structural steel complete.
 - ii. Continuing with secondary framing, roof purlins and bracing.
 - iii. Installation of wall panels to begin around January 20th.
 - b. Budget Update
 - i. Total expenses to date - \$2,172,000, current requisition approx.. \$450,000.
 - 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. Potential change orders for underground primary service, modified footing layout, unsuitable soils (tree roots), and water main relocation are being reviewed.
 - iii. Total of \$50K is included in the budget for potential liabilities
 - d. Fuel Facility Update:
 - i. Gregg Yanchenko (HKA) attended recent job meeting. The scope was further defined for two above ground tank(s) 6,000 gallon tanks, one each for diesel and regular, and allowing capacity for 4,000 gallon refills. These tanks will include a single pump for diesel and for gas and will be located on a concrete pad off the

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prescribed pavement. A separate estimate will be provided for a potential canopy. HKA has information needed to proceed with development. No decision has been made on the inclusion of a canopy pending cost estimate.

- e. Salt Loading Ramp:
 - i. HKA attended the recent job meeting. Decision has been made on the to locate the ramp east of the salt shed. It will be an elevated ramp, rather than a depressed feature. HKA has information needed to proceed with development.
- 3. Communications Update – Radio information for base and mobile units will follow.
- 4. Commissioning – Owner’s Project Requirements (Jason Burbank) –
 - a. Requested HKA to set up a conference call with Jason and the design team.
- 5. Confirm Future Meetings Schedule - Tuesday, February 11th @ 5:30 PM
- 6. Furniture:
 - a. The furniture layout was refined at the recent job meeting.
 - b. CMS is preparing a furniture list for January.
- 7. Tour:
 - a. CMS will arrange with BW for the DPW Building Committee and the Selectboard to tour the site. This will likely occur in two separate tours due to group size.

Motion to Adjourn 6:35 PM