



# Public Works Facility Building Committee Meeting Minutes

Montague Town Hall

One Avenue A, Turners Falls, MA 01376

Tuesday, November 10, 2020 @ 5:00 PM

## DPW Building Committee Meeting:

Meeting Conducted via Conference Call – (515) 604-3112 / Meeting ID #7860600#

Participants: Ken Morin, Jay DiPuccio, Bob Macewicz, Mark Williams, Pam Hanold, Jason Burbank, Ariel Elan, Mark Fairbrother, Steven Ellis (Town Administrator), Tom Bergeron (Highway Supt.), John Hanold, Neil Joyce (CMS), Roger Hoyt (CMS);

Absent: David Jensen

Call to Order – 5:04 PM

1. Approve Meeting Minutes of Minutes from October 20 meeting.
  - a Motion to accept October 20 meeting minutes / seconded. Unanimous in favor.
2. Progress Reports:
  - a Construction Update
    - i. Completion of the punch list items is in progress with BW and their subcontractors. Work is ongoing, with approximately 60% of the items have been completed.
    - ii. DPW Personnel have taken occupancy and continue to move into their new space.
  - b. Commissioning Update - A Tracking Log of items noted during the CX Meeting has been generated by Jason Burbank and distributed to the Construction Team and committee. Progress was noted as generally positive, and is summarized below:
    - i. Remote access to BAS has been established.
    - ii. CX Issues:
      - a. Relatively minor items (i.e., water balancing / HW control valves were reversed) is being addressed.
      - b. Fin tube radiation in office areas are noisy / pumping pressures are high. Rebalancing is expected this week to address this condition.

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- c. Set points at baseboard heating are fixed. Request for controls vendor to allow for adjustability, and compatibility with VRF cooling will be coordinated.
  - d. Glycol adjustment in place (next week).
  - e. Training is largely completed / some on-going controls training is continuing.
  - f. CO evacuation system was functional, as demonstrated last week. Trending data is being gathered.
  - g. The Committee recognized the commitments of Jason Burbank relative to commissioning efforts expended to date.
- c. Enhanced Boiler Controls – Request for committee to consider enhanced control modifications on the boilers, to include sequencing of boilers, minimize use of oil and electricity. Requested changes would require engagement of controls contractor, and include the following:
- i. Domestic Hot Water temperature is maintained by boilers, supplementing the heat pumps. Maintaining 140 degrees is critical to diminish potential growth of bacteria. Code requirements include circulating pumps for safety showers, etc. to maintain temperatures in HW supply tank. Suggest reduction in use of circulating pumps to reduce boiler run time.
  - ii. Boiler temp sensors to control high / low fire on boilers. Suggest to run low fire at longer intervals.
  - iii. Control of Fin Tube temperatures via pump controls – adding a single point should be required from the Controls vendor. Pump should be adjusted back to only satisfy the load induced by the fin tubes.
  - iv. Pros are energy efficiency and reduction of oil and equipment usage, as well as residual savings in long-term maintenance. Cons are possible conflicts with warranties due to change in specifications. It is believed the costs will not exceed \$10K for these changes, with payback expected within 5 years. Warranty would be confirmed, and quote from vendor will be broken down by item listed above and priced accordingly.
  - v. It was noted that the concern is to provide simplicity of operation and reduced maintenance costs over the long term.
  - vi. Motion and second to proceed with pricing and confirm proceeding with work if quoted pricing does not exceed \$10K. Vote was unanimous in favor.
- C. Punch List and Anticipated Schedule
- i. Assessment of outstanding items will continue while the punch list is being completed.

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- ii. CMS noted that approximately 60% of the items on the punch list have been completed.
3. Financial Update
    - a. Budget Update was distributed via email prior to the meeting. Costs to date are approximately \$8.97M and include invoices through October 19, 2020. No invoices have been processed since our last meeting.
    - d. Potential Liability has been updated to reflect outstanding PCO's, with an estimated value of \$76,000. This is reflective of the requested changes required through commissioning and BDA system (at contract unit price).
  4. BDA discussion - General Contractor (BW Construction) has advised the electrician (Collins Electric) is disputing his obligation under the contract to provide the BDA at the identified unit price and has submitted a PCO for this added scope. HKA has reviewed the matter and confirmed the Unit Pricing should apply. The Town is awaiting an official response from BW Construction relative to this matter. CMS is pursuing other avenues to complete the BDA, including purchasing from state contract with another vendor. No exception to either path was noted.
  5. DPW Property Line survey: Recommended to lay property lines in consideration of remainder of the lot and future development. Costs are not expected to exceed \$5K. The intent would be to honor existing boundary, and formally record on a property deed. Town will discuss with Planning Board and confirm request to Easton and Associates to move forward.
  6. Open House Event - Open house is scheduled for Saturday, November 14 from 10AM – 2 PM. All committee members are welcome. It will be a catered event, with self-guided tours. No speakers are anticipated.
  7. Topics not anticipated in 48 hrs of Posting.
    - a Clarification on exterior locksets. Greenfield Glass will be replacing lock sets with properly specified units. This has been coordinated by the Town and in collaboration with Detectoguard.
    - b Radio Equipment replacement is underway – mobile and stationary units.
  8. Confirm Future Meetings Schedule – Tuesday, December 1, 2020 @ 5:00 PM.
  9. Motion to Adjourn – 6:04 PM - Motion was made / second, Vote was Unanimous in Favor of adjournment.

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