



# Public Works Facility Building Committee Meeting Minutes

Montague Town Hall

One Avenue A, Turners Falls, MA 01376

Tuesday, January 12, 2021 @ 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, Pam Hanold, Jason Burbank, Ariel Elan, David Jensen, Mark Williams, Steven Ellis (Town Administrator), Tom Bergeron (Highway Supt.), Neil Joyce (CMS), Roger Hoyt (CMS)

Absent: Mark Fairbrother, John Hanold,

Call to Order – 5:00 PM

### 1. Approve Meeting Minutes of Minutes from December 8, 2020 meeting.

- a Motion to accept December 8 meeting minutes / seconded. Unanimous in favor, 1 abstention (Dave Jensen).

### 2. Progress Reports:

#### a Construction Update

- i. Punch list items have largely been completed by BW and their subcontractors. Outstanding items include as-built drawings, O&M Manuals and final balancing.
- ii. BDA equipment has been released and is anticipated to be delivered in 3 weeks. CMS is enabling the wiring installation with Current Electric. Lift services will be provided by the Town and coordinated through the DPW.
- iii. There are a few miscellaneous IT items (wireless access points) that will be installed with the BDA. CMS and the Town is working to coordinate the installations with Current Electric and Horace Moody.
- iv. Request from DPW to install guardrail along retention basin – this work was omitted during design but is preferred to be revisited due to safety concerns. Town contacted guardrail contractor, wood guardrail (\$4,000-\$5,000 for 200-300 lf). Tom will be pursuing large rocks as a protective measure at the corner a more cost-effective measure during the spring months.

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- v. Fuel Tank De-commissioning and removal – updated price from Davenport was received. CMS has contacted a second vendor and provided to DPW staff. Dave Jensen suggested contacting Mackin (Greenfield). CMS noted that Dependable and area oil supplies for alternative pricing.
- vi. Exhaust fan to provide ventilation the IT closet is being developed. Tom using is a local electrician to hook up.
- vii. Warrantee items being addressed. Peter (BW) to address:
  - a. Overhang / gutters at front entry not flowing correctly
  - b. Fuel pump – filling is slow on gasoline tank / fill point on diesel tank is low. Fitting is dripping. Dependable to return to address
  - c. Compressor is running on a frequent / intermittent basis.
- 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. CX Issues remain open and are being addressed:
    - a. Chiller has been operational and functional, with some issues (tripping out when temp drops below 26 degrees F) being addressed. Jason elaborated that chiller provides lower operating costs and is rated to 0 degrees by manufacturer. Vendor has been supportive and responsive.
    - b. Controls adjustment is continuing to be worked on with controls vendor. Jason confirmed additional testing and service call with Bob Gillette is planned for tomorrow (1/13).
    - c. Tom confirmed Emergency Generator has been exercising on a weekly basis (Tuesday morning at 9AM). Jason confirmed load transfer was tested successfully during start-up and testing.
    - d. Re-check from Balancing contractor re: water side balancing.

### 3. Financial Update

- a. Budget Update was distributed via email prior to the meeting. Costs to date are approximately \$9.66M and include invoices through January 12, 2021. Budget Update was circulated prior to meeting participants by e-mail.
- b. Final CO (credit deleted light fixture) was executed, closing out the work of BW Construction. A final invoice will be generated when closeout documents have been provided and confirmed.
- c. Outstanding costs include closeout expenses for OPM and architect, as well as final payment to contractor. There are a few misc. IT items still being coordinated as well as the BDA installation.

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4. Next Steps for DPW Building Committee -
  - a Tom Bergeron expressed the under slab heating system performed very well in the last storm event, noting the trucks were parked, dried and floor was clear of debris by the next morning. Floors are being cleaned with regularity and wash bays are working very well.
5. Topics not anticipated in 48 hrs. of Posting.
6. Confirm Future Meetings Schedule – Tuesday, February 9, 2021 @ 5:00 PM.
7. Motion to Adjourn – 5:55 PM - Motion was made / second, Vote was Unanimous in Favor of adjournment.