

**Sharon Standing Building Committee
Meeting Minutes
July 8, 2014**

SSBC Members

Gordon Gladstone, Chair	Tony Branca	Richard Slater	Colleen Tuck
Matthew Baldassari	Bill Croteau	Steve Smith	
Deb Benjamin	Rick Rice - absent	Roger Thibault	

Special Members

Joe Bernstein, Police Chief	Eric Hooper, DPW Superintendent,	Jim Wright, Fire Chief
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Other Attendees

Mike McKeon, Kaestle Boos	
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1. Administration

- a. The meeting of the Sharon Standing Building Committee was called to order by Chair Gordon Gladstone at 6:30 p.m. in the Conference Room at the Community Center.
- b. MOTION: To approve regular session minutes of the Sharon Standing Building Committee meeting of June 24, 2014 (Slater/Tuck) – 11 voted in favor, 1 abstention(Thibault).
- c. Future Meetings - 7/15, 7/22, 7/29, 8/5 (KBA presentation on energy efficiency and sustainability strategies),8/19

2. Invoices

- a. DPI for Briggs Testing invoice dated April 30, 2014 in the amount of \$1509.50. An email dated 7/8/14 sent to Mr. Gladstone from Joseph Sullivan authorizing the invoice for payment, was received.

MOTION: To approve DPI invoice for \$1509.50 (Smith/Tuck) Wright and Bernstein abstained. Remaining members voted in the affirmative.

3. Architect Report

- a. Architect Mike McKeon stated that KBA's project team is currently updating the Revit model and expects to meet with both the Fire and Police Chiefs, to review changes. He explained that the Revit model is 3 dimensional and easy to see. He suggested it is a good tool to use and has been used within his company for the past 4 years.

- b. Mr. McKeon said that there is a formal design team kick off meeting scheduled for July 16, 2014.
- c. Site boring work has begun in the field and should be completed this week. All utility lines are currently being marked.
- d. The Land Surveyor has begun the site utility work and field work should be completed next week. He said that things are going well.
- e. A presentation to the Committee regarding energy efficiency and sustainability strategies is scheduled for 8/5/14. Mr. McKeon stated that they will use a LEED certification score sheet as a guideline and they have a green building specialist on the team as well as an engineer.
- f. Ms. Benjamin asked that the presentation be sent electronically to the Committee as well. Mr. McKeon agreed.
- g. Mr. Croteau commented that this project is already launched and budgeted, He questioned if there should be a town set standard for LEED buildings. He said that there are many other standards besides energy such as sustainability and materials. A brief conversation ensued regarding LEED certification. Mr. Hooper said that all things have associated dollars. The problem with stating you want LEED gold is it will drive the cost up; just because it is a standard, it may not be something we want. Mr. Gladstone commented that everything must be considered in the context of costs. Mr. Smith said we never agreed to be LEED certified.
- h. Mr. Gladstone distributed a letter received from Town resident, Mr. Sherman, dated, 6/24/14 regarding energy efficiency in the new public safety facility, to the Committee for their review. Mr. Gladstone said that on 8/5/14, the architects and MEP Engineers will be providing a presentation and the public is welcome to attend. Mr. Sherman will be notified of the meeting. We have engaged professionals and we expect to get a certain level of recommendations and it is up to the Committee to determine what is satisfactory. Ms. Tuck suggested that public opinion be heard at the meeting.
- i. Mr. McKeon commented that the website www.sharonpublicsafety.com offered room for commentary. As he has worked in Cambridge, he said LEED silver is not a problem to meet. The cost of a plaque can however be as costly as \$250,000. Mr. Gladstone commented that the certification costs include a lot of administrative costs.
- j. Mr. Gladstone said in the past there were issues with the MEP Engineers and asked Mr. McKeon if he has financial stability statements for them. Mr. McKeon commented that he has worked with the engineers for years and the MEP are complicated systems. Mr. McKeon said they will try to simplify things to hold down the number of change orders. A brief discussion ensued. Mr. McKeon will deliver to Mr. Gladstone, financials on the MEP engineer and on KBA.

- k. Mr. Keon distributed a packet containing the resumes of the team members who will participate in the design and construction of the new Sharon Public Safety Building.

4. DPW Building Update

- a. Mr. Hooper reported that the interior framing is complete. The electrical is done. The exhaust fan will be installed. The fire sprinklers are 95% complete. The deck over the mezzanine will be poured this week.
- b. Mr. Gladstone said that Joe Sullivan was appointed by Richard Marks to succeed Bob White.
- c. Mr. Gladstone also suggested that the Committee drive by the building to see the status. He said that the completion of the building is still on track for 8/1/14, and is on budget.
- d. Mr. Hooper said that minor changes were made to the garage door switches.

5. Owner's Project Manager (OPM) for the Public Safety Facility Project Request For Services

- a. Chair Gladstone stated that the submission date for the OPM application is 7/9/14. Responses are all due to Fire Chief Wright by tomorrow at 2PM. The Chief will compile the packages and make them available for pick up to the Committee. At the next meeting, the Committee will review the applications and develop a short list of candidates.
- b. He said he will re-distribute the electronic version of the OPM evaluation sheet to all members.
- c. A brief discussion ensued regarding the use of the score sheet and everyone agreed to not use the weighted evaluation factors but simply rank each category.
- d. Chair Gladstone commented that when we come together on 7/15, everyone should have the score sheet in which you rank the criteria for each respondent. The scores will be tallied on the board and a short list of 3 applicants will be invited to the 7/22 meeting.

6. Adjournment

The meeting adjourned at 7:30 PM (Slater/Wright) – unanimous

Submitted:
Rachelle Levitts
Sharon Standing Building Committee

(Gordon Gladstone) Signature of Chair

Date of Acceptance

NOTE: All Standing Building Committee minutes and attachments will be available for the public to read at the Standing Building Committee office located at the Community Center upon request.