

**Sharon Standing Building Committee  
Meeting Minutes  
June 24, 2014  
Approved on 7/8/14**

**SSBC Members Present:** Chair Gordon Gladstone, Colleen Tuck, Debbie Benjamin, Matthew Baldassari, Rich Slater, Rick Rice, Steve Smith, Roger Thibault, Chief Wright, Chief Bernstein and Eric Hooper

**SSBC Members Absent:** Tony Branca, Bill Croteau

**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 10, 2014 (Slater/Tuck) – 10 voted in favor, 1 abstained (Thibault)
- c. Future Meetings - Chair Gladstone suggested the Committee meet on a more regular basis. Next scheduled meetings are : 7/8, 7/15, 7/22

**2. Other Topics**

- a. Chair Gladstone reported that Bob White is retiring from DPI. He was asked if there were any issues with Joel Wolk being named a senior executive to DPI and Mr. Gladstone reported he had no issues; a DPI proposal would be received as all others.
- b. Chair Gladstone reported he received a letter from Selectman Heitin regarding Paul Lauenstein requesting that a subcommittee be formed to advise the SSBC on energy efficiency. Mr. Heitin's letter of June 17, 2014, stated that per Article 3, Section 6 of the By-Laws of the Town of Sharon, the SSBC is charged with all aspects of municipal building projects. He said the BOS is not the appointing authority and therefore cannot appoint a subcommittee that would be advising the Committee. Ms. Tuck said that input would need to come early on. Mr. Gladstone reported that seeking guidance is up to the Committee and at the moment he has not heard from Mr. Lauenstein.

**3. Architect Report**

- a. Architect Mike McKeon stated that KBA representatives met with the Fire and Police Department staff to review plans and discuss possible modifications to the layouts.

- b. Mr. McKeon stated the site borings are scheduled for July 1, 2 and 3rd.
- c. Mr. McKeon stated the Land Surveyor will begin work on July 7<sup>th</sup> and should be finished within three weeks.
- d. Mr. McKeon asked if he should put together an amendment to his contract. Mr. Gladstone replied yes.
- e. A brief discussion ensued regarding adding a floor above the operations area of the police station. The cost would be \$70,000. Mr. Gladstone commented that he wants to make the building as useful as possible for as long as possible. He is concerned that the \$70k would need to be taken out of contingency. Mr. McKeon said he will bring this up again.
- f. Mr. McKeon stated that Todd Costa will be the project architect as he is most experienced.
- g. Mr. Gladstone commented that during the Middle School remodel some equipment was not what they wanted and wants the proponent to be clear regarding the equipment that the police and fire departments want. Mr. McKeon commented that he is aware of the issues at the Middle School and guarantees this process will be more inclusive. He said both Chiefs will be picking out their colors based on color boards and approved pallets.
- h. Chief Bernstein asked what the square footage cost will be for the building and Mr. McKeon said he will send the Chief the information.

#### **4. Invoices**

- a. DPI for Briggs Testing. Invoice dated May 13, 2014 for \$452.00.

MOTION: To approve DPI invoice for \$452.00 (Smith/Tuck) Baldassari, Wright and Bernstein abstained. Remaining members voted in the affirmative.

#### **5. DPW Building**

- a. Mr. Hooper said the sprinkler system is being installed.
- b. Mr. Gladstone said that the mezzanine area above the storage area was designed with one opening but was changed to two openings at the request of Town Engineer Peter O'Cain.
- c. Mr. Hooper said there is going to be thick wall commercial piping for the sprinkler system, the garage door motions are installed and the electric will be installed after the July 4<sup>th</sup> holiday.
- d. The floors are cured and can be driven on.

**6. Owner's Project Manager for the Public Safety Facility Project Request For Services**

a. Chair Gladstone stated he distributed the latest version of the OPM RFQ and the last contract and asked for any additional comments. Chief Wright and Chair Gladstone will meet to review the documents. Chair Gladstone said he asked all members to look at the documents as he is concerned with the process of selection as outlined in the proposal. He wants it to be done in a successful manner and meet the scrutiny of others.

b. Chair Gladstone commented that we need the OPM on board quickly. The OPM interacts with the architect and gets us ready. The Inspector General's approval is required.

**7. Adjournment**

The meeting adjourned at 7:05 p.m. (Slater/Wright) – unanimous

Submitted:  
Rachelle Levitts  
Sharon Standing Building Committee

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(Gordon Gladstone)      Signature of Chair

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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.