

Sharon Standing Building Committee

Meeting Minutes

December 8, 2020

SSBC Members

Gordon Gladstone, Chair Present	Marty Richards Present	Colleen Tuck - Present
Deb Benjamin, Vice Chair Present	Richard Slater Present	Sara Winthrop Present
Matt Grosshandler -Present	Steve Smith Present	
Rick Rice - Present	Roger Thibault Present	Maureen Doherty – MCPPO

SBC Attendees and Others

Julie Rowe – SBC – HS Present	Kevin Nigro – PMA – HS Present
Judy Crosby – SBC – HS	Matt Gulino – PMA – HS Present
Meg Dussault - SBC	Chris Blessen – Tappe – HS - Present
Joseph Scozzaro – HS Principal	Chris Sharkey – Tappe – HS -
Tony Kopacz – SPS – HS - Present	Christian Riordan – Consigli – HS
Matt Baldassari – Town - Present	Kristy Lyons – Consigli – HS -
LeeAnn Amend – Library	Tim Ericson – Consigli – HS
Cheryl Weinstein-LBC	Kyle Raposo – Consigli – HS
Carolyn Weeks –LBC	Chandler Rudert – Consigli –HS - Present
Emily Burke – SC Present	Drayton Fair – LLB – Library
Chris Jankun – PMA - Present	Jeff Porter – LLB – Library
Michael Stickney LLB	John Sayre Scibona – Design Technique – Library
Chris Carroll – PMA – HS -	Kevin Monkiewitz – Design Technique – Library

1. ADMINISTRATION: The Chair read script from Town Administrators Office regarding the remote meeting

The meeting opened with a roll call acknowledgement of all members in attendance. The meeting opened at 6:31pm

Meeting Minutes: The following SSBC minutes of November 24, 2020 were presented for approval.

MOTION: To approve the SSBC minutes of November 24, 2020 as submitted. (Rice/Smith 9-0-1) Rowe – abstains)

Invoices: -

Town Hall: \$170.60

Sheehans \$170.60

Library: \$712.98

Gatehouse Media \$132.98

Design Technique \$580.00

MOTION: To approve the invoices as presented for the Library in the amount totaling \$712.98. (Rice/Winthrop – unanimous)

MOTION: To approve the invoices as presented for the Town Hall in the amount totaling \$170.60 (Smith/Rice – unanimous)

2. High School Project Update:

Project Procurement

- **100% Bid Documents – Bid Timeline**
 - a. 100% bid documents have been released and are out to bid for all remaining trade and non-trade scopes of work. PMA was requested to update the time line and to provide detailed information to the members of the SSBC prior to the January 5, 2021 meeting.
 - b. Review bid process timeline : The OPM will provide an updated bidding timeline to the Committee. There was a discussion regarding the process for trades and non trade contractors as there was some confusion between Filed sub bidders, trade contractors and non trade contractors.

Design Update

- a. 100% Bid Documents release on 11/20/2020. Bidding ongoing. There's a lot of moving parts on this process with some reassignment of specification systems from trade to non-trade contractors.
- b. Tappe to provide overview of bulletins related to date and any other upcoming bulletins. Bulletins and Addenda are similar documents. They are both used to provide information to the bidders. The Addenda are issued pre-bid and the Bulletins come out after the bids are on the street.
- c. Review designer additional services requests for redesign of the football field and changes to HVAC design. The Town and the district made the decision to switch from the artificial turf field to the natural grass field there was a need to do additional work for permitting, design and irrigation. The additional services are for work for redesign for the HVAC for pandemic solutions and the switch from artificial turf to Natural Turf for the Football field. This does not include the soil testing for the mix for the field. Tappe is not including their mark-up on these additional services requests.
 - A question was asked regarding the technology needed for Town Meeting Coordination. Technology meetings were held with the parties involved earlier in the design process.
 - There was an inquiry of the status of the Project Sign.

MOTION: To approve the Amendment to Tappe's contract for services associated with the field and pandemic changes to the design - \$16,000 Bala Engineering and \$22,250 –Nitsch and Warner Larson (Gladstone/Rice – unanimous)

Schedule

- a. CCC to provide schedule update – the project is still on schedule. There was a Covid scare that proved to be negative where the contractors were quarantined from the site until the tests came back. There's a lot of work around the perimeter of the site. The RAP work will continue for another week or so.
- b. Building permit – there is some discussion regarding permit fees.
- c. Change Order Review will take place at the end of the regular SSBC meeting.

3. **Town Hall Project:** - Nothing to report.
4. **Library Project:** The project is being appealed to Land Court.
5. **Public Safety Project:** There was an update on the overhead doors on the Public Safety Project. There was a missed detail as it was a blind install. There will be a steel plate installed to correct this situation.

ADJOURNMENT: Through unanimous consent the meeting ended at 7:30pm

Submitted:
Maureen R. Doherty – Project Manager
Sharon Standing Building Committee

Gordon Gladstone

(Gordon Gladstone) Signature of Chair

December 22, 2020

Date of Acceptance