

LONGMEADOW Building Committee Remote Meeting Minutes

Thursday, July 9, 2020 at 7:00 P.M.

Attendees: Marybeth Bergeron, Tom Ewing, Mary Beth Morris, Jim Moulton, Bill Dierken

1. **Welcome** - Marybeth Bergeron (MBB) opened meeting and read information about Governor Baker's Emergency Order Modifying the State's Open Meeting Law.
2. **Selection of Officers** – MBB mentioned that it's time to change officers if the committee so elects. Motion made by Jim Moulton (JM), seconded by Tom Ewing (TE) to select current slate of officers (Marybeth Bergeron as Chair, Mary Beth Morris as Vice Chair, Peter Greenberg as Clerk). Approved unanimously.
3. **Resident Comments** - None
4. **Approval of Minutes of 6/11/20** – JM moved to approve, Mary Beth Morris (MBM) seconded. Approved unanimously.
5. **DPW status and PCOs** - Several PCOs were discussed:
 - a. PCO 63R – Cellular communication adder/booster for \$1181.46. TE moved/Bill Dierken (BD) seconded to recommend that Town Manager approve change order. Approved unanimously.
 - b. PCO 66 – Furnish and install DSC panel with shunt trip for fuel island for \$1167.50. TE moved/JM seconded to recommend that Town Manager approve change order. Approved unanimously.
 - c. PCO 67 – Add sheet linoleum to Room 117 for \$2512.09. JM moved/TE seconded motion to recommend that Town Manager approve change order subject to credit for flooring material contractor was planning to use in Room 117. Approved unanimously.
 - d. PCO 71 – Drainage pipe for rain leaders at entrance for \$3,916.83. TE moved/JM seconded to recommend that Town Manager approve change order. Approved unanimously.
 - e. MBB reviewed financials and discussed other PCOs that may be coming up. South slope east of the retaining wall is unstable. Should have PCO soon. EV charging station may be added soon as well per Town Manager request. These are only significant PCOs expected in the near future. MBB also mentioned that TE has been very involved in roofing and making sure it's installed correctly.
6. **Adult Center status and PCO's** - Several PCOs were discussed:

- a. PCO51 – Change maple cabinets to black cherry wood for the wainscoating for \$11,297. JM made motion/MBM seconded to approve change order provided the non-profit contribute funds for this improvement. Approved with BD abstaining.
 - b. PCO56 – Motorized shades for upper windows in multipurpose room for \$10,197. There is no way to open/close without ladder. Motion made by TE/seconded by JM to recommend that Town Manager approve just Griffin's portion of PCO \$5,053.87 for electrical work plus Mountford O&M. (motorized shades provided by Walch should have been included per spec). Approved unanimously.
 - c. Hearing loop direct purchase was discussed. The loop is installed in the floor and it helps people with hearing aids hear better in large rooms. They are not yet commonly used in US, but are in Europe. MBB said it's proposed for multi-purpose room. The town would purchase and install for \$17,664. This would come out of project budget (owner expense line item). TE moved to recommend, but it was not seconded. JM moved to table discussion/MBM seconded until the next meeting when there is more information about overall project budget.
 - d. MBB mentioned that the non-profit is painting the pool building and is looking at potential signage to coordinate with adult center (awaiting estimate).
 - e. Investigating using UV light in HVAC systems at both projects to kill viruses. Looking at pricing.
 - f. Town Manager asked for lightning protection estimates at both projects as well. BD suggested that the town also make sure there is surge protection.
7. New Business – TE asked about roofing project at community house. MBB is meeting with Town Manager to discuss this and the need for our committee to be involved.
8. Meeting adjourned at 8:07pm.