PMBC Minutes  
October 16, 2019  
Room 103, 7:00 PM  
Littleton Town Building, Littleton, MA

Members Present: Steve Moore, Bob Romilly, Daryl Baker, Brian Pasquale, Mike Scaduto  
Absent: Ed Mullen, Rich Crowley  
Others Present: Marilyn Fedele, Carolyn Mueller

Meeting called to order at 7:00 p.m. by Chairman, Steve Moore.

Minutes  
Daryl Baker moved to approve the minutes of October 2, 2019, as corrected, seconded by Bob Romilly. Motion carried.

Warrant  
Johnson & Roberts, Library $66,922.50  
Johnson & Roberts, Library $54,282.50  
Vertex, Library 10,627.21  
Total Warrant $131,832.21*

Daryl Baker moved to approve the warrant in the amount of $131,832.21, seconded by Bob Romilly. Motion carried.

Updates  
Houghton Building – Rich and Steve to meet with Harvey Atkins on Friday for interior repairs. They will look at the interior after the rain storm to see if there is any moisture.

12 Robinson Road – The Invitation For Bid (IFB) is currently with Nina Nazarian. She is putting it out for advertising. We are not going to include gutters and downspouts – just replace in kind. Going with wood trim on lieu of Aztec.

Library – Did get the estimate in. Will look at it tomorrow. The architect will look at it tomorrow and so will Vertex. Vertex is doing a sanity check on it. We are interviewing the 3 CM-at-Risk firms on Monday in Room 307. Mike and Steve will attend. The strategy is to get a look at the DD (70% design estimate that came in, send it off to the 3 firms that are going to present to us and have them start to do their own estimate. Get their estimates by Thursday, October 24. At 6:30 there will be a combined BoS and FinCom meeting to review items to be included with the insert for the Warrant for Special Town Meeting on October 28th.

School Projects  
Shaker Lane ADA Lift – Believe the lift is completely installed. There is some work that the contractor has to complete. Have to get the elevator inspector to check it over before it can be used.
Shaker Lane School Septic System – Steve needs to talk with Chris Stoddard.

Police Station Design Review Committee – The Police Station Designer responses are coming in. Brian will be filling out the score card tonight. One thing that surprised Steve was the prices. The strategy is to get a look at the estimate that came in, send it off to the 3 firms that are going to present to us and have them start to do their own estimate. Get their estimate by next Thursday, October 17. Thursday evening at 6:30 there will be a combined BoS and FinCom meeting.

DPU Roof Repairs – Steve understands it has gone out to bid. He does not know if the bids have come back. Steve to check with Chris Stoddard.

Town meeting Warrant Article 3 – Nina would like us to vote on Article 3 of the Special Town meeting warrant, “Supplemental FY2020 Capital Items from Available Funds”.

Bob Romilly moved to recommend Article 3, “Supplemental FY2020 Capital Items from Available Funds”, as read, seconded by Daryl Baker. Daryl asked what the split is between design and engineering. Motion carried. Steve noted there is quite a bit of investigative work to be done before a Scope of Work and design can be developed. Motion carried.

FinCom Super Saturday – the Finance Committee Chair wants to do this a little differently this year. This meeting has been moved to Saturday, February 1, 2020.

Member Input
Daryl Baker – Letter of intent – someone from MSBA will be out to outline the process for a new Shaker Lane School. Want to get it lined up so that the entire School Committee knows what the process and timeline is to build a new Shaker Lane School.

Bob Romilly – suggested someone else to be on the Design Selection Committee for the Police Station since he will be laid up.

Next meeting Wednesday, November 6, 2019, Room 103, Town Office Building.

Daryl Baker moved to adjourn at 7:35 p.m., seconded by Bob Romilly. Motion carried.

Respectfully submitted,
Marilyn Fedele

*Warrant of bills approved for the week’s meeting..