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# MINUTES

## TOWN OF NORTON

Town Clerk Date/ Time Stamp

Board/ Committee: Permanent Building Committee

Meeting Date: January 18, 2022 Time: 6:00 PM

Meeting Location: Zoom

Members & Staff Present: Dinah O'Brien, James Slattery, Mark Gershman, Brain Bechet, Bob Medeiros, Bob Brisco, Steve Kirby, Michael Quinlan, Michael Yunits, Jack Conway, Michael Viverois (DBVW)

Public:

Meeting called to order at: **6:00 PM** and adjourned at: **6:15 PM**

### *Meeting Motions / Actions and Summary of Discussions:*

#### A. Town Hall / Community Center

Fee proposals were revised based on minor comments received from the Committee. D. O'Brien inquired if members had any further questions.

1. Was a generator included? *This is too specific an item to be listed in the fee proposals, but generators will be included.*
2. Town Hall fee proposal listed the reconstruction of the Police Department garage, why? *DBVW included the possible in-kind replacement of the Police Department garage incase its current location is in conflict with the final traffic circulation roadways required for the Municipal Campus.*
3. Will Extra Work Orders (EWO) be submitted thru the OPM and DBVW, what is the process for EWOs? *EWOs requested, or submitted by the Contractor(s), will be vetted by Vertex and DBVW and then presented to the Committee. All EWO's will require Committee approval.*

Committee voted unanimously to recommend approval of the final fee proposals submitted by DBVW for the Town Hall and Senior & Community Resource Center.

Town Hall	\$1,924,251	w/o Add-on Services
Senior Center	\$901,978	w/o Add-on Services

Vertex will prepare a Notice to Proceed for the Town to place on Town letterhead and forward to DBVW. Vertex will also begin preparation of contract agreements between the Town and DVBW.

Next Meeting(s):

February 15, 2022

6:00 PM

Committee Meeting – Zoom only

Minutes respectfully submitted by:

Mark Gershman, PBC Clerk

Minutes Approved by Committee on:

2/15/2022

Chairperson Signature:

Donald A. O'Brien