



MINUTES

TOWN OF NORTON

RECEIVED
NORTON TOWN CLERK

2023 NOV 28 AM 9:18

Town Clerk Date/ Time Stamp

Board/ Committee: Permanent Building Committee

Meeting Date: October 30, 2023 Time: 6:00 PM

Meeting Location: Norton Council on Aging / Zoom

Committee Members: James Slattery, Brain Bechet, Mark Gershman, Kevin O'Neil

Town / Liaison Members: Michael Yunits, Bob Brisco (COA Rep), Bonnie Yezukevichn (FinCom Rep), Shawn Simmons (Fire Chief)

OPM / Architect: Steve Kirby (OPM), Bob Peixoto (DBVW), Ed Cifune (DBVW)
Beth Rossi (COA), Ruth Schneider (COA), Gloria Baker (Food Pantry)

Public: J. Brisco

Meeting called to order at: 6:02 PM and adjourned at: 7:00 PM

Meeting Motions / Actions and Summary of Discussions:

A. Meeting Minutes

Committee approved the August 28, 2023 and September 25, 2023 meeting minutes.

B. Mail / Correspondence

Certified payrolls from the Senior & Community Center HVAC subcontractor were received by the Town and forwarded to Seaver Construction. OPM will make sure future submittals are sent directly to Seaver.

C. Chair Report

1. DBVW was looking for the color code for "Norton purple", M. Yunits forwarded the color code to DBVW.
2. Senior / Community Center building sign was approved by the Selectboard as "Nelson Senior & Community Center".
3. Contract includes foundation, conduit, and wiring to a new location for the Town Hall sign with the Town purchasing a new sign. As the existing sign is working fine, just needs painting, option is to have MOCC install the new foundation, conduit, and wiring and relocate the existing Town Hall sign to the new location. OPM will ask MOCC for a cost to relocate the existing sign and to have it painted.

D. OPM Community / Senior Support Center Update

S. Kirby (OPM) provided a presentation on the status of the Senior & Community Center project (see attached).

- S. Kirby noted the Baseline Schedule was approved showing a Substantial Completion date of April 21, 2024 and a Final Completion date of May 21, 2024.

Change Orders:

S. Kirby (OPM) provided an update on the approved Change Orders (see attached). To date total approved change orders is \$161,470.92, leaving a remaining construction contingency of \$1,007,854.33, which does not include PCO#10R3 for the Azek rubber bricks for \$66,791.25, as this PCO will be paid for by the COA.

Other Issues

- S. Kirby (OPM) noted that the roof sealing concerns have been addressed by sealing all roof vents and the installation of temporary doors over the various openings. Temporary heating of the building will commence soon to remove the moisture within the structure.
- Seaver to submit a schedule update which Vertex will review.
- Chair J. Slattery inquired if a flag pole is, or can be, included within the project. DBVW will reviewed.
- Chair J. Slattery inquired if a sign for the Senior & Community Center could be added to the project. DBVW will review but expressed concerns the sign cannot be within MassDOT's right-of-way, must avoid the rain garden, and still be visible without restricting lines of sight.

E. Town Hall Project

S. Kirby (OPM) provided an update on the Town Hall project (see attached).

Boulders: S. Kirby noted that the landscape subconsultant was looking to reuse some of the boulders unearthed on site. These need to be identified for them to be saved and the remaining boulders removed so that MOCC does not need to keep moving them around the site.

On Site Fill: S. Kirby noted that the on-site material was deemed suitable for use as ordinary fill.

Schedule: Current schedule update shows the project is on schedule.

Change Orders:

S. Kirby (OPM) provided an update on the approved Change Orders (see attached). To date total approved change orders is \$60,000.21, leaving a remaining construction contingency of \$789,639.79.

F. Other Business

Old Town Hall

S. Simmons (Fire Chief) inquired if the old Town Hall is being demolished. S. Kirby noted that just the food pantry is being removed. S. Simmons noted that some remodeling of the old Town Hall is required for its use by the Fire Department. Any capital improvements need to be requested by the Fire Department through the Capital Committee.

DPW Roof

J. Slattery (Chair) noted that he was approached by the public about the DPW roof leaking. One role of the Committee is to review the status of all Town Buildings.

Committee Membership

J. Slattery (Chair) noted that the Committee is still looking for a 5th member and anyone interested should contact M. Yunits (Town Manager).

<u>Next Meeting(s)</u>	<u>Time</u>	<u>Location</u>
November 27, 2023	6:00 PM	Council on Aging

Minutes respectfully submitted by:

Mark Gershman, PBC Clerk

Signed by Chairperson:

James M. Slattery, Chairman

Minutes Approved by Committee on:

November 27, 2023



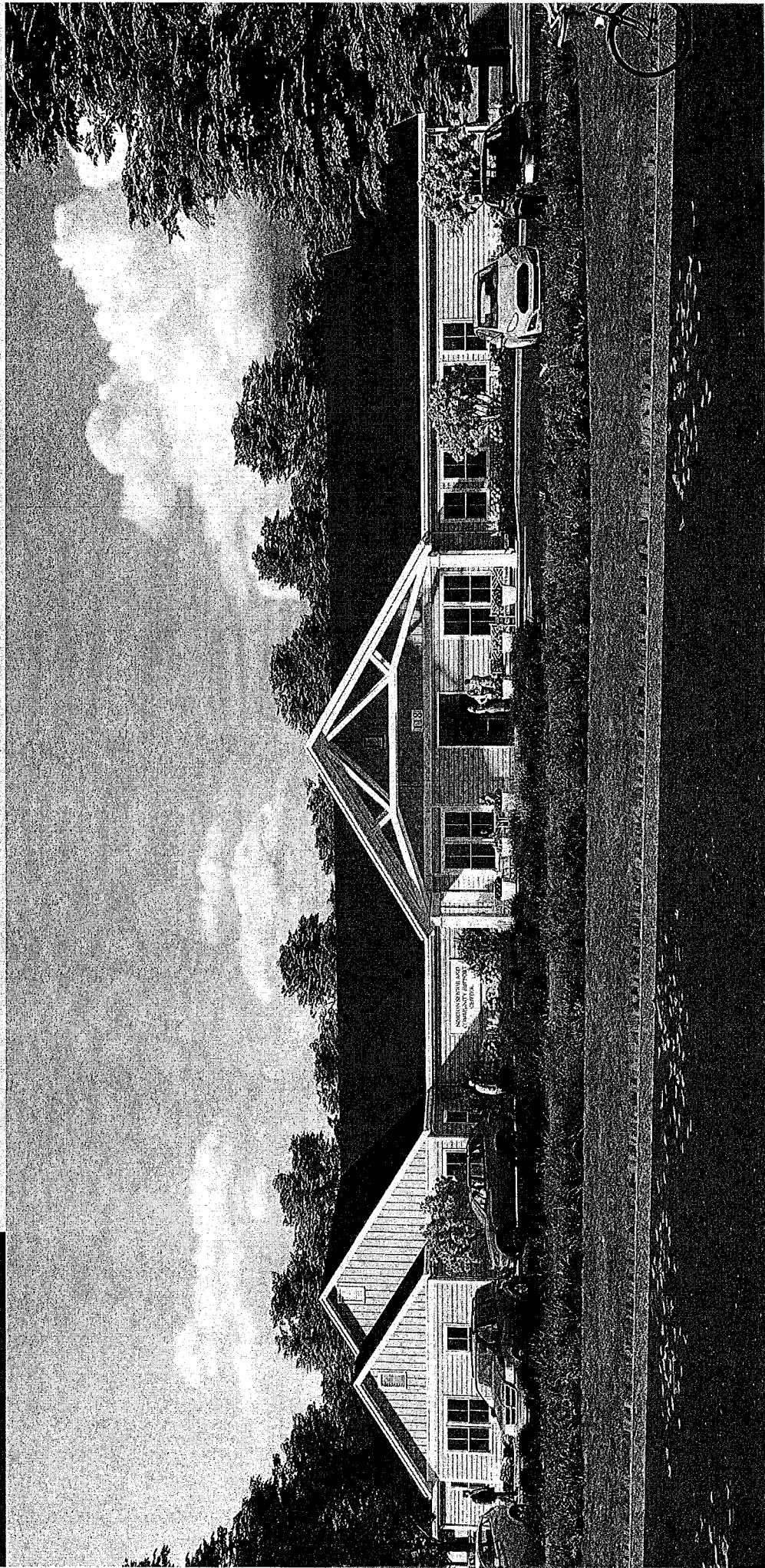
**Town of Norton
Senior/Community Support Center
and Town Hall Projects
Permanent Building Committee Meeting**

In-person and Zoom

October 30, 2023

VERT

SENIOR / COMMUNITY SUPPORT CENTER



Progress since last PBC meeting:

- Continued interior framing
- Completed roof trusses, and layers of plywood roof sheathing
- Continued siding and trim installation
- Plumbing, HVAC, and electrical rough-ins
- UG conduits for secondary, tel/com, and generator
- Generator and transformer pads
- Window sash replaced



SENIOR CENTER CONSTRUCTION PROGRESS

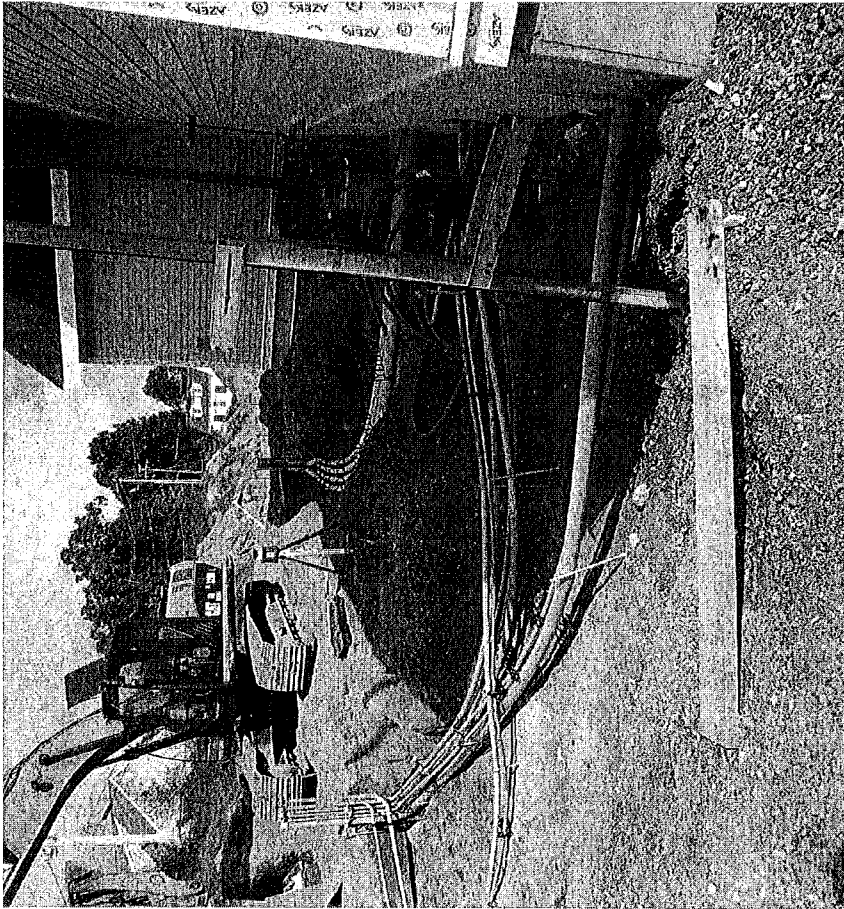
Construction Progress Photo-documentation – 10/30/23

Norton Senior/Community Center

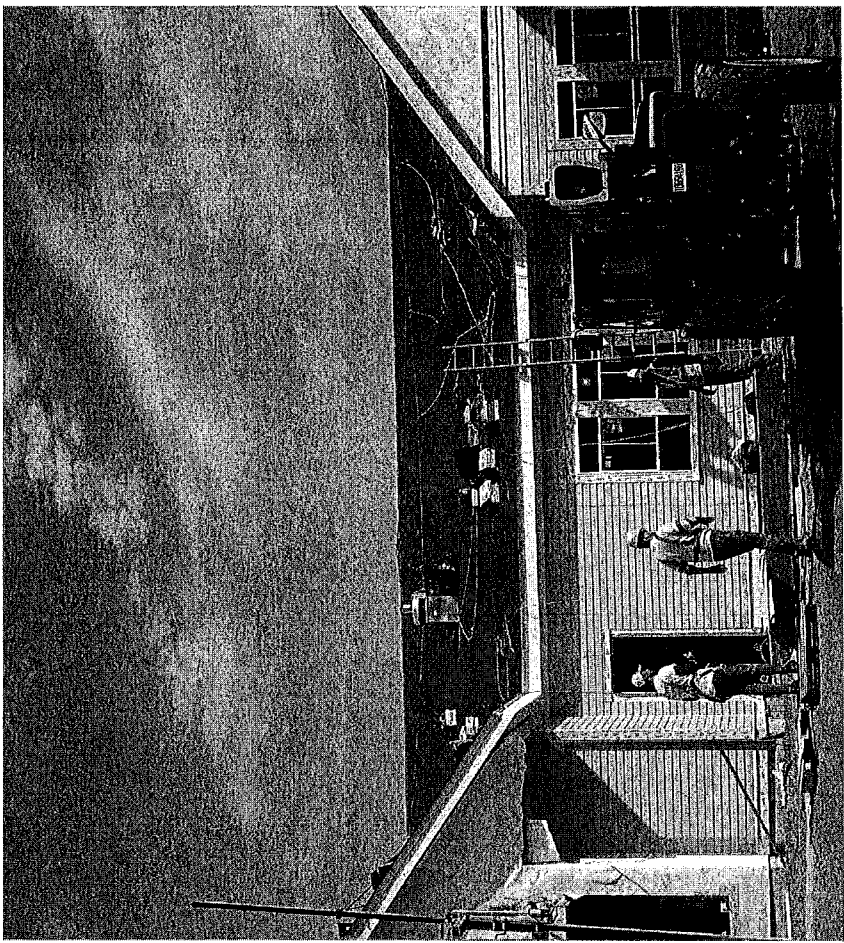
Progress Photo-documentation
10-30-23 PBC Meeting

VERTEX

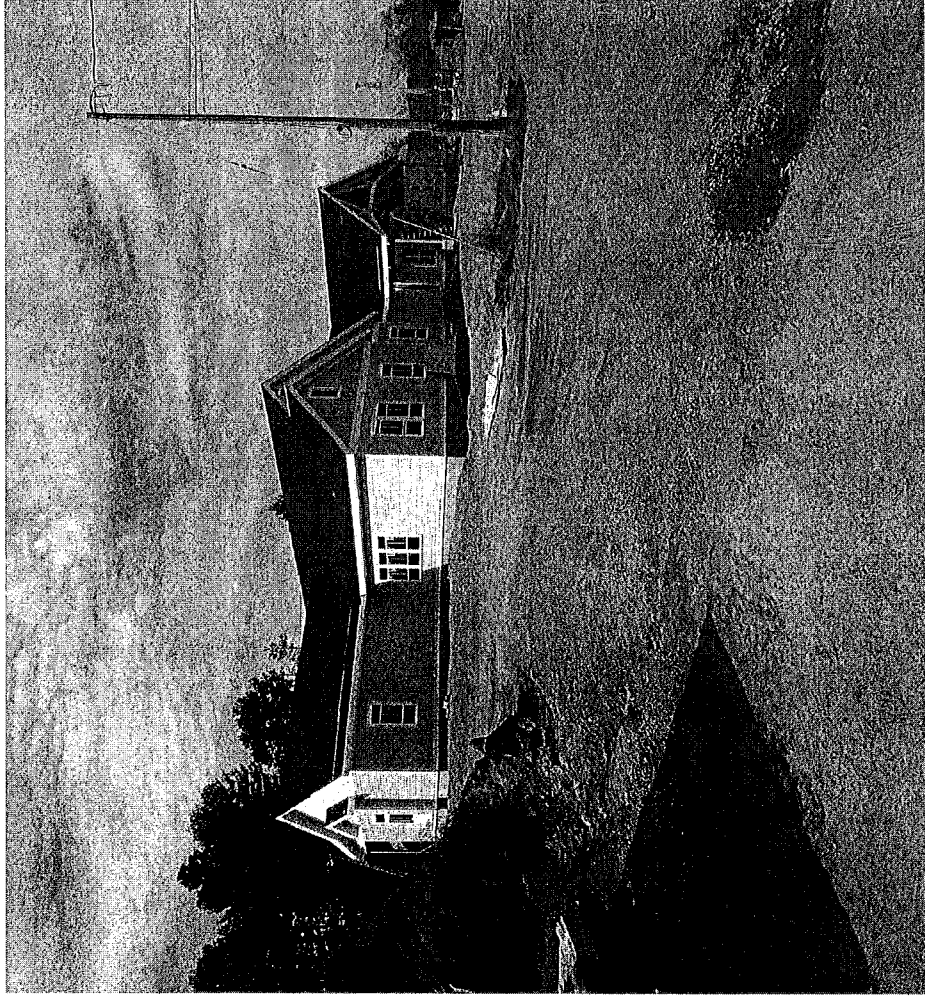
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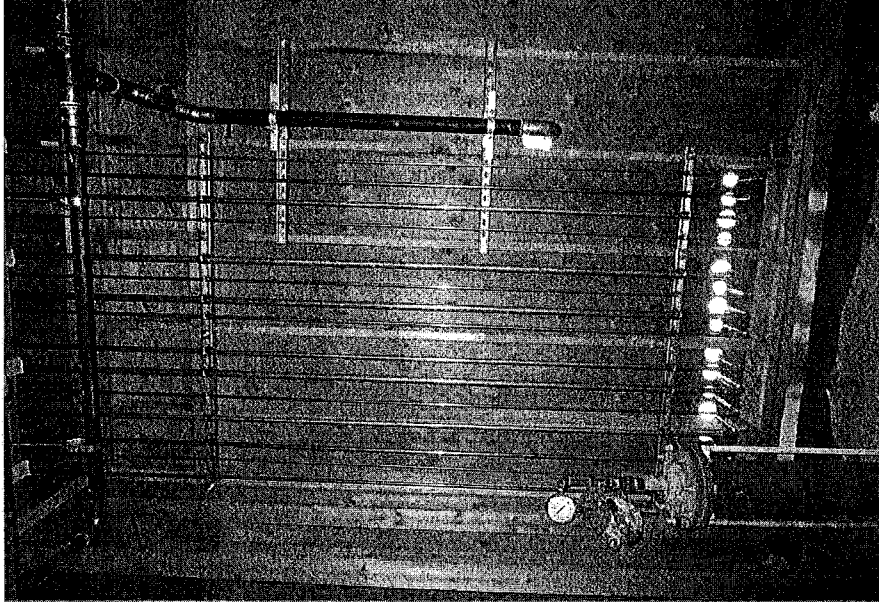
10/24/23 - Secondary power ductbank and generator conduit



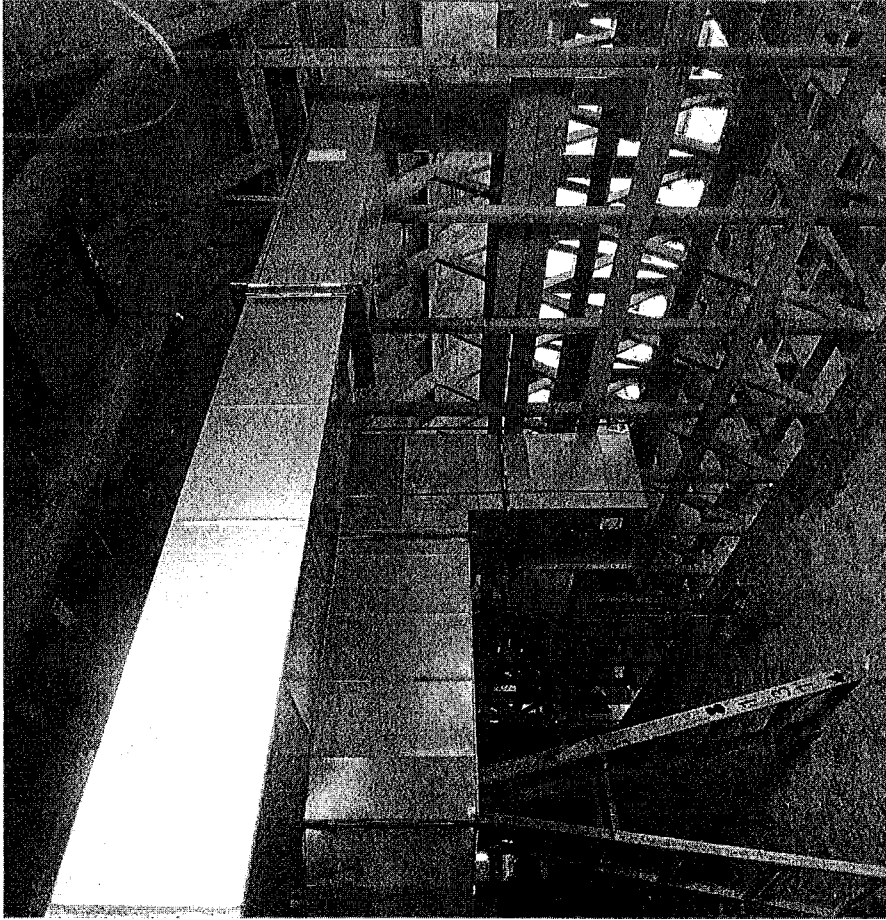
10/24/23 - Installation of roof shingles rear of building



10/24/23 – Front elevation



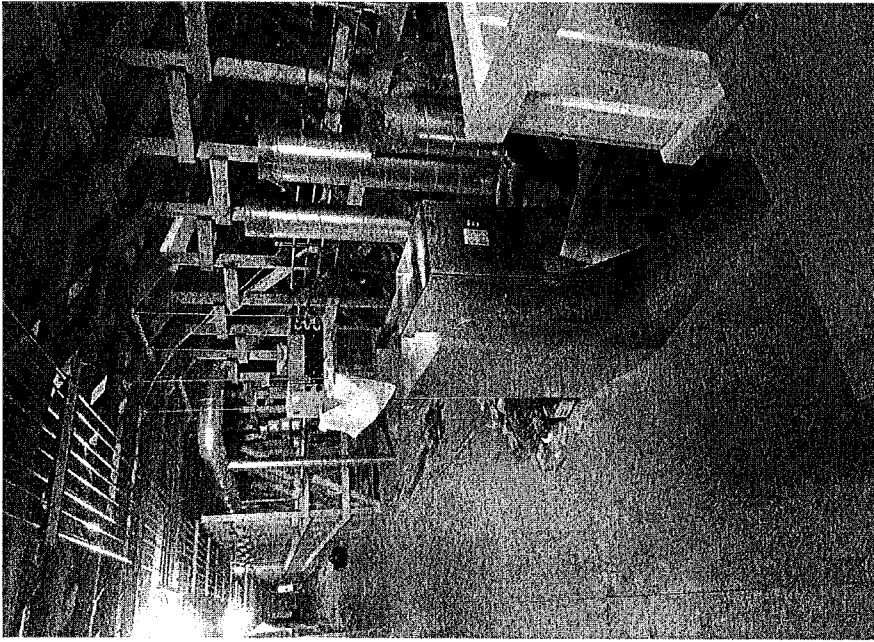
10/24/23 – Refrigeration piping to condensers



10/24/23 – MEP rough-ins in attic space



10/24/23 – MEP rough-ins in attic space



10/24/23 - MEP rough-ins in attic space



10/24/23 - Start of tel/com ductbank



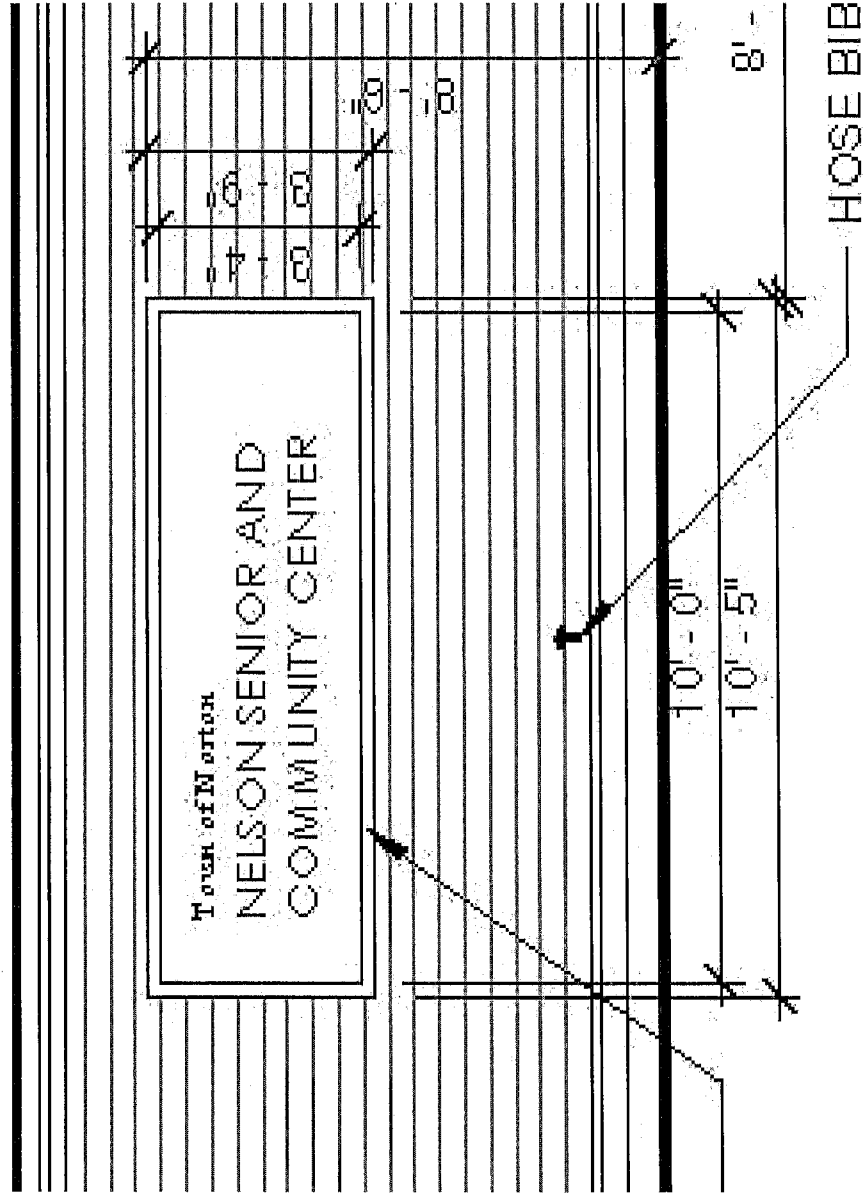
SENIOR CENTER CONSTRUCTION PROGRESS

Schedule look-ahead:

- Continue roof shingles
- Complete siding and trim installation
- Framing punchlist
- Concrete punchlist
- Continue MEPFP rough-ins
- Start septic system
- Site utilities

Other issues:

- **Building Signage**
 - Sign approved by SB to be “Nelson Senior & Community Center”
 - Delete “Town of Norton”. See rendering.
- **Schedule**
 - Corrected baseline schedule received.
 - Substantial Completion 4/21/23; Final Completion 5/21/23
 - Waiting for schedule update. Per discussion with SCL, project can still be completed on time.





SENIOR CENTER - CHANGE ORDERS

Change Orders

Change Order #1 - \$6,002.70

Change Order #2 - \$86,682.04

Change Order #3 - \$68,786.18

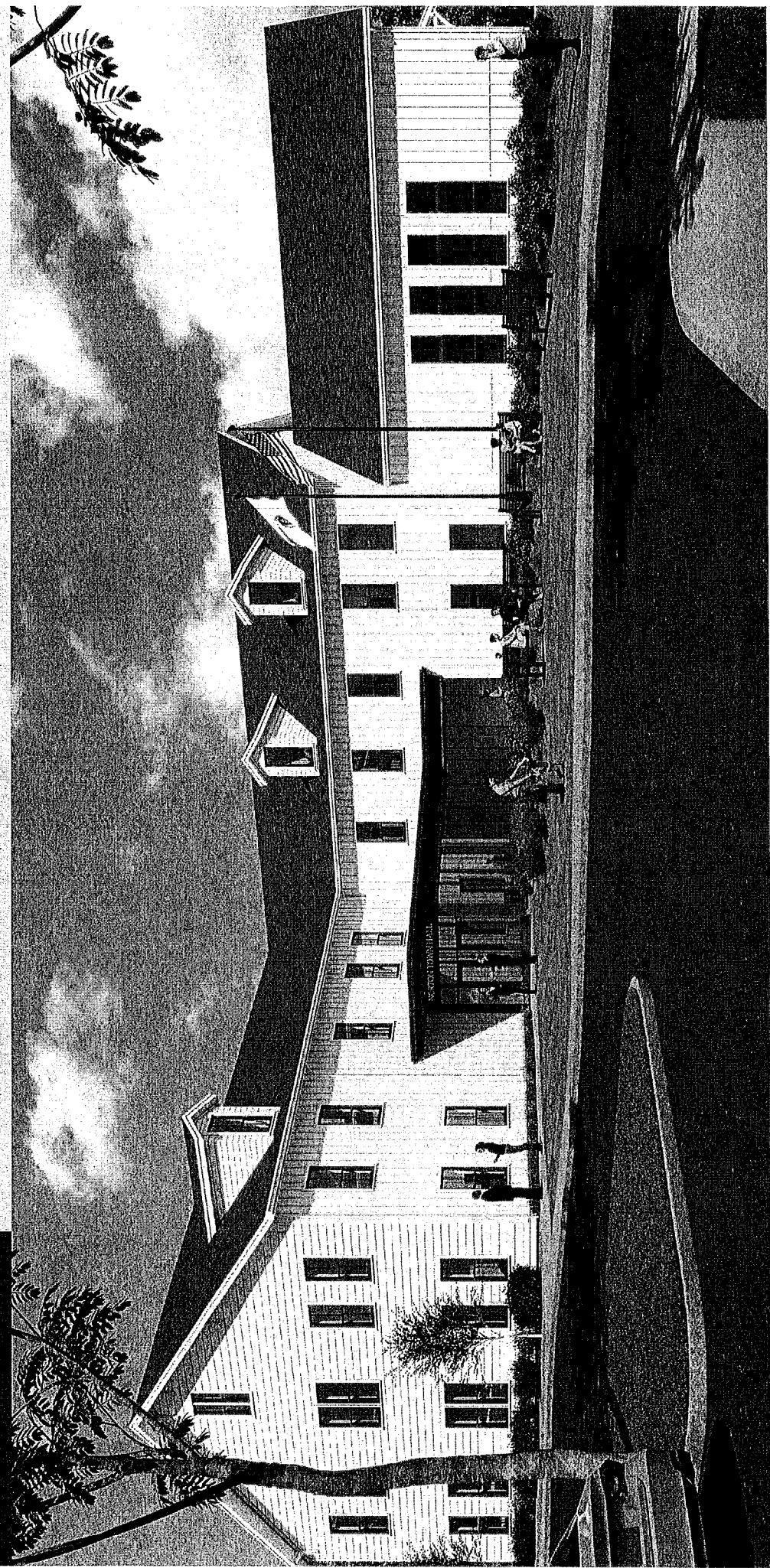
Total to Date = \$161,470.92

Construction contingency = \$1,102,534

Construction Contingency remaining = \$1,007,854.33(excludes brick change order)

VERTEX

NORTON TOWN HALL





TOWN HALL CONSTRUCTION PROGRESS

Progress since last PBC meeting:

- Backfilling foundation walls (interior) to slab subgrade
- Continue water service on site
- Completed underslab utilities – plumbing and electrical
- Completed masonry elevator shaft
- Installed vapor barrier and slab reinforcing
- Poured slab on grade in two pours
- Site drainage and septic installation continued
- Additional boulder removal and stockpile
- Primary ductbank conduit from pole to transformer location
- Completed tel/com ductbank to pole on East Main Street
- Lumber delivered
- Lowering of existing gas line by ESG

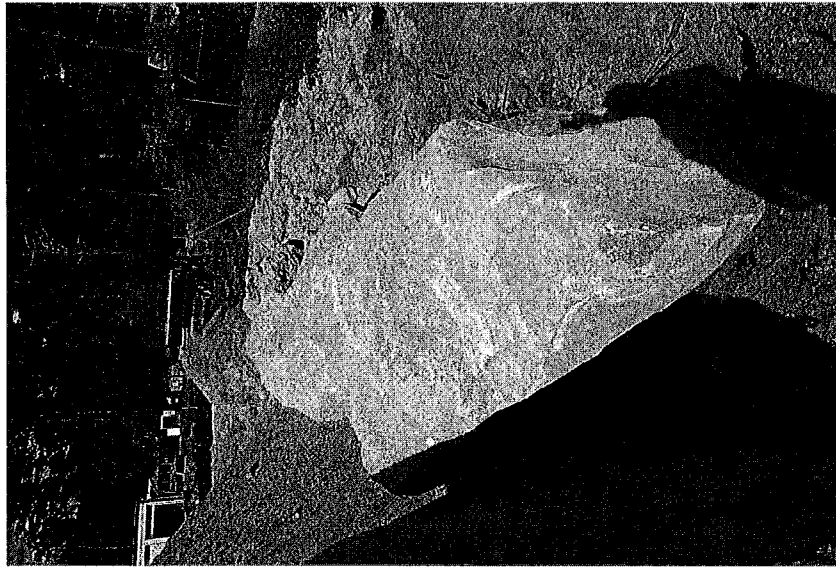


TOWN HALL CONSTRUCTION PROGRESS

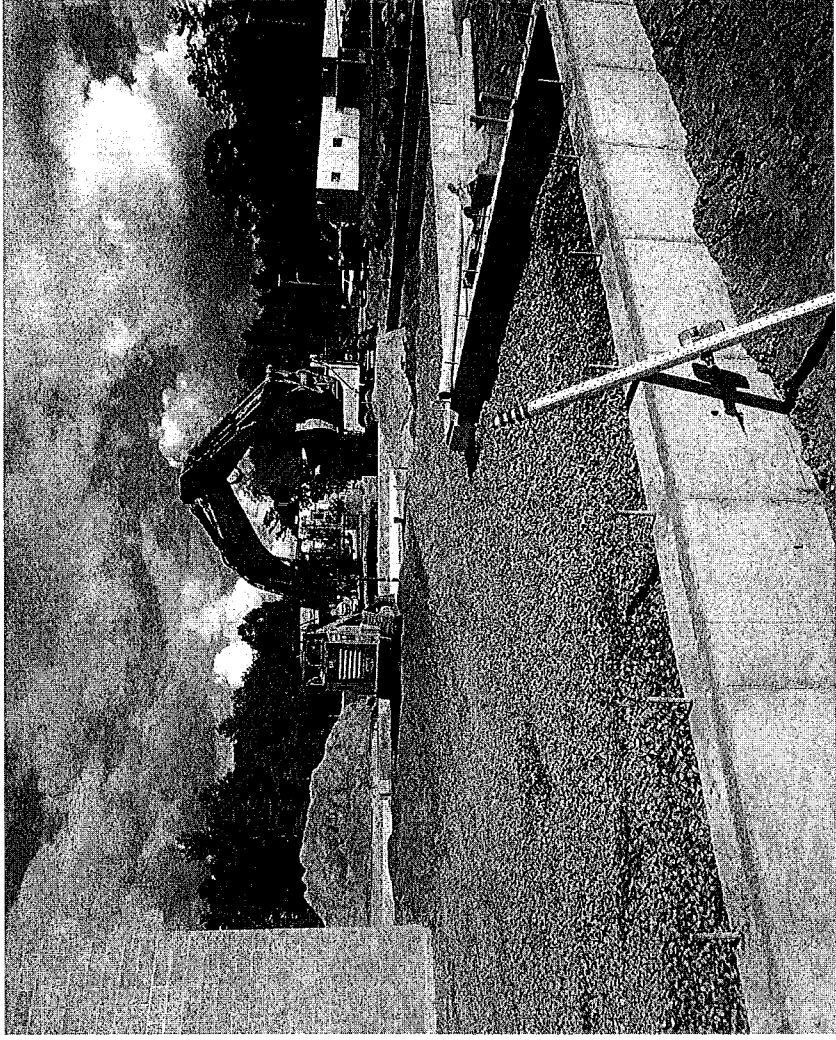
Construction Progress Photo-documentation – 10/30/23

Norton Town Hall

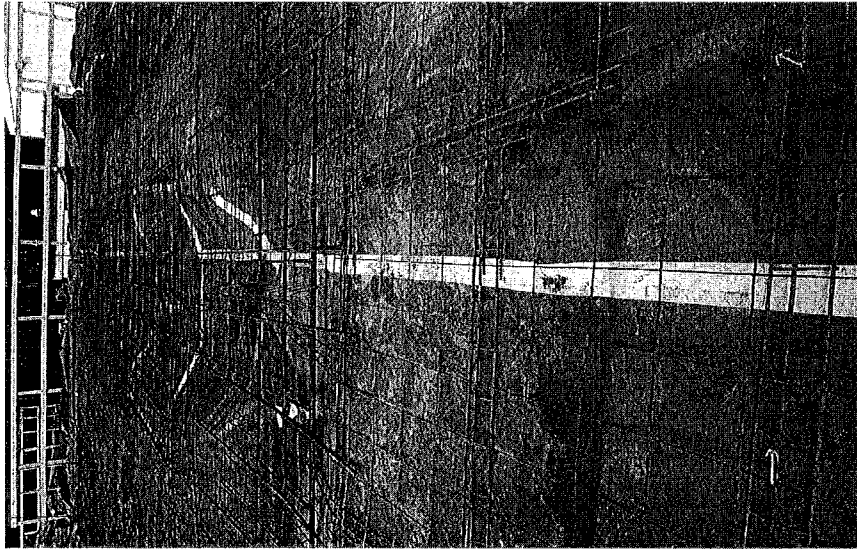
Progress Photo-documentation
10-30-23 PBC Meeting



10/17/23 – Trench rock uncovered



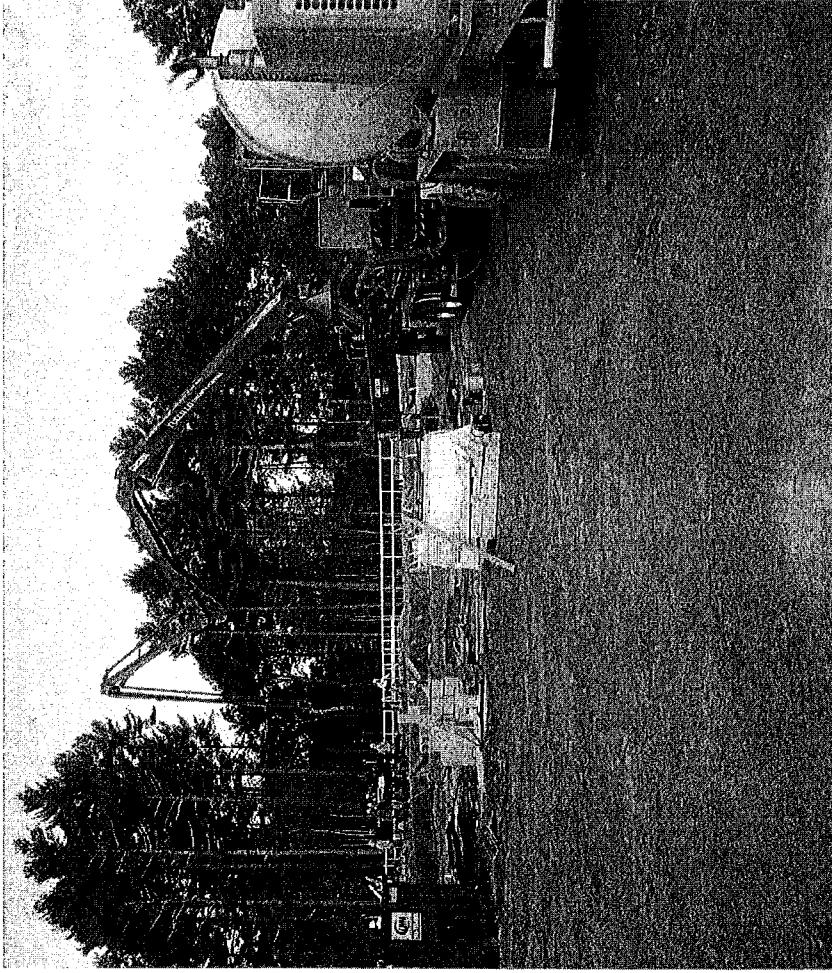
10/17/23 – Backfilling for slab subgrade with $\frac{3}{4}$ " stone



10/23/23 – VB and mesh for slab pour #1



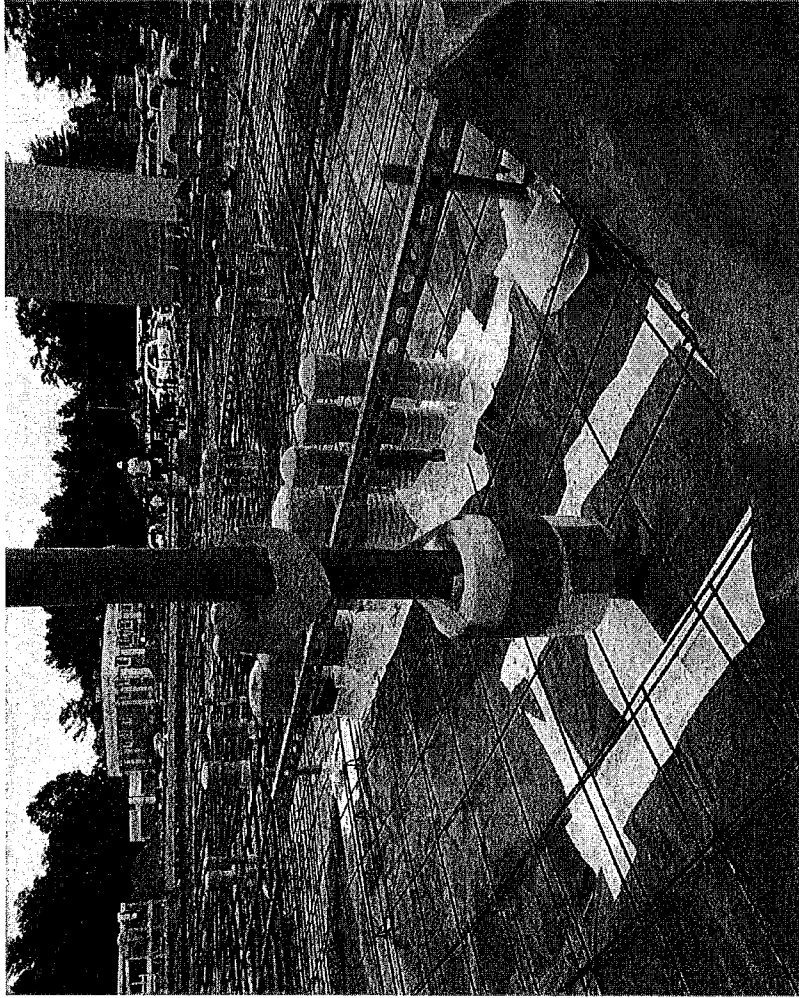
10/23/23 – VB and mesh for slab pour #1 at construction joint



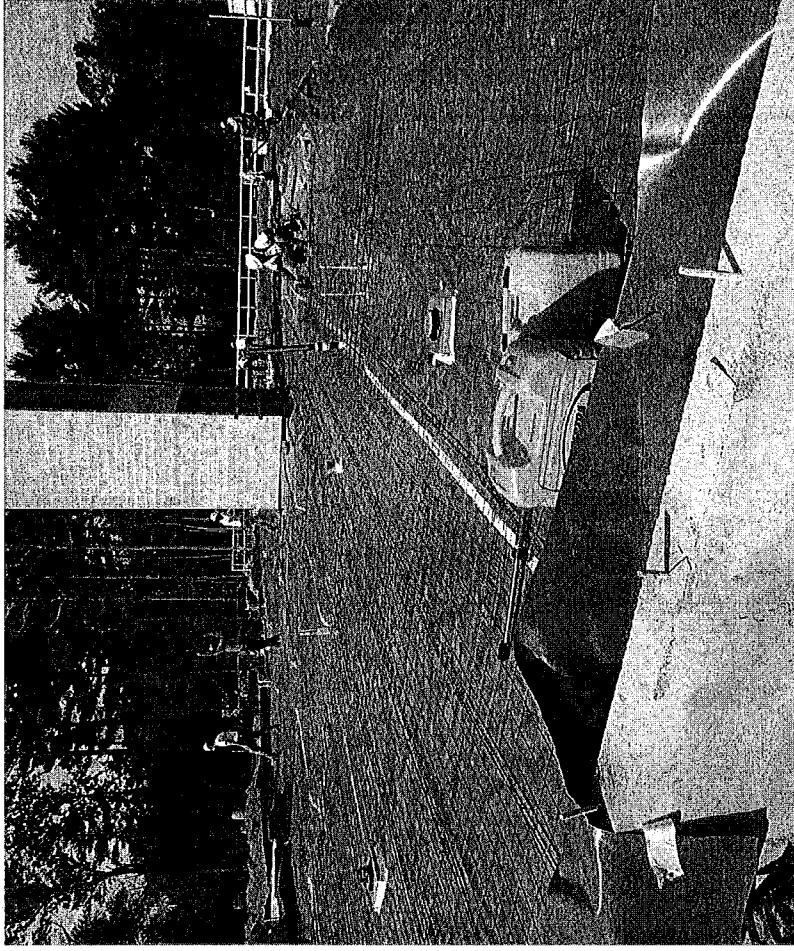
10/24/23 – Installation of concrete slab pour #1



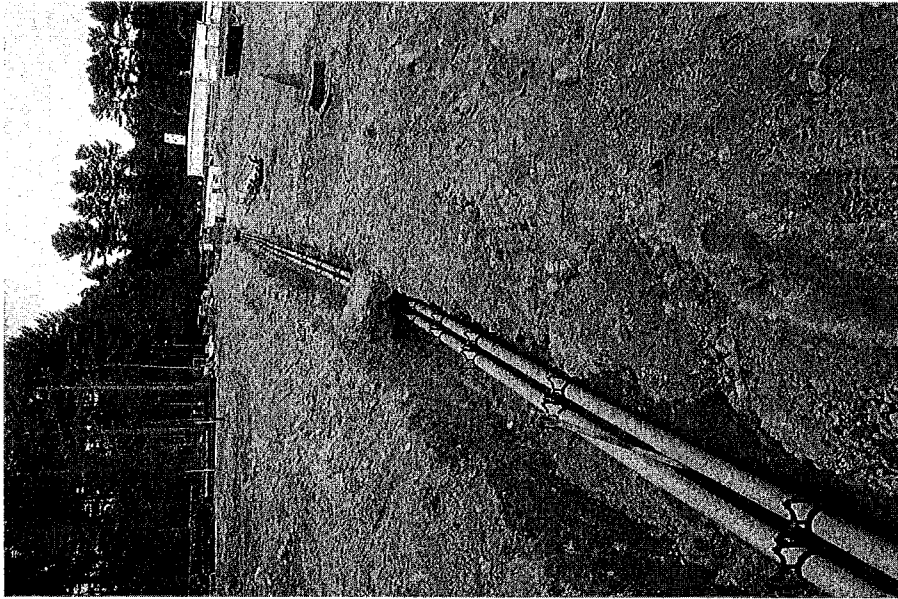
10/24/23 – Power troweling of slab pour #1.



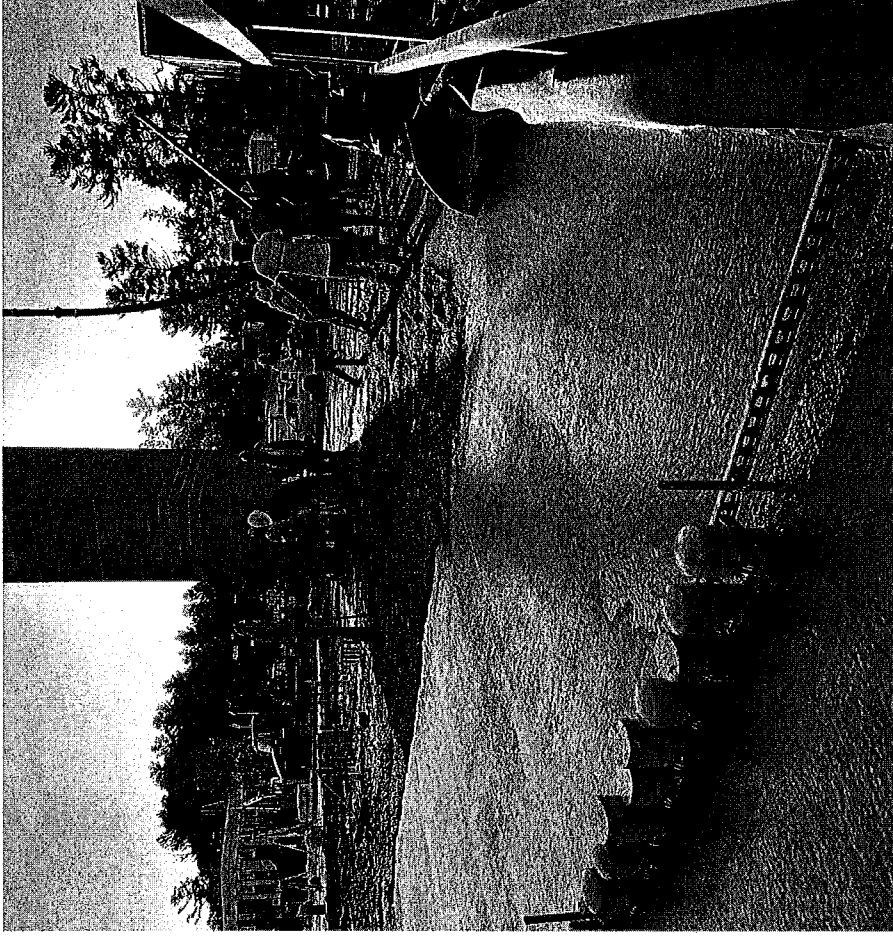
10/24/23 – VB and mesh for slab pour #2



10/24/23 – VB and mesh for slab pour #2



10/24/23 – Primary power ductbank conduits



10/25/23 – Installation of concrete slab pour #2



TOWN HALL CONSTRUCTION PROGRESS

Schedule look-ahead:

- Backfill foundation (exterior) with approved fill
- Start framing, including panelized wood walls
- Continue site utilities and new septic system

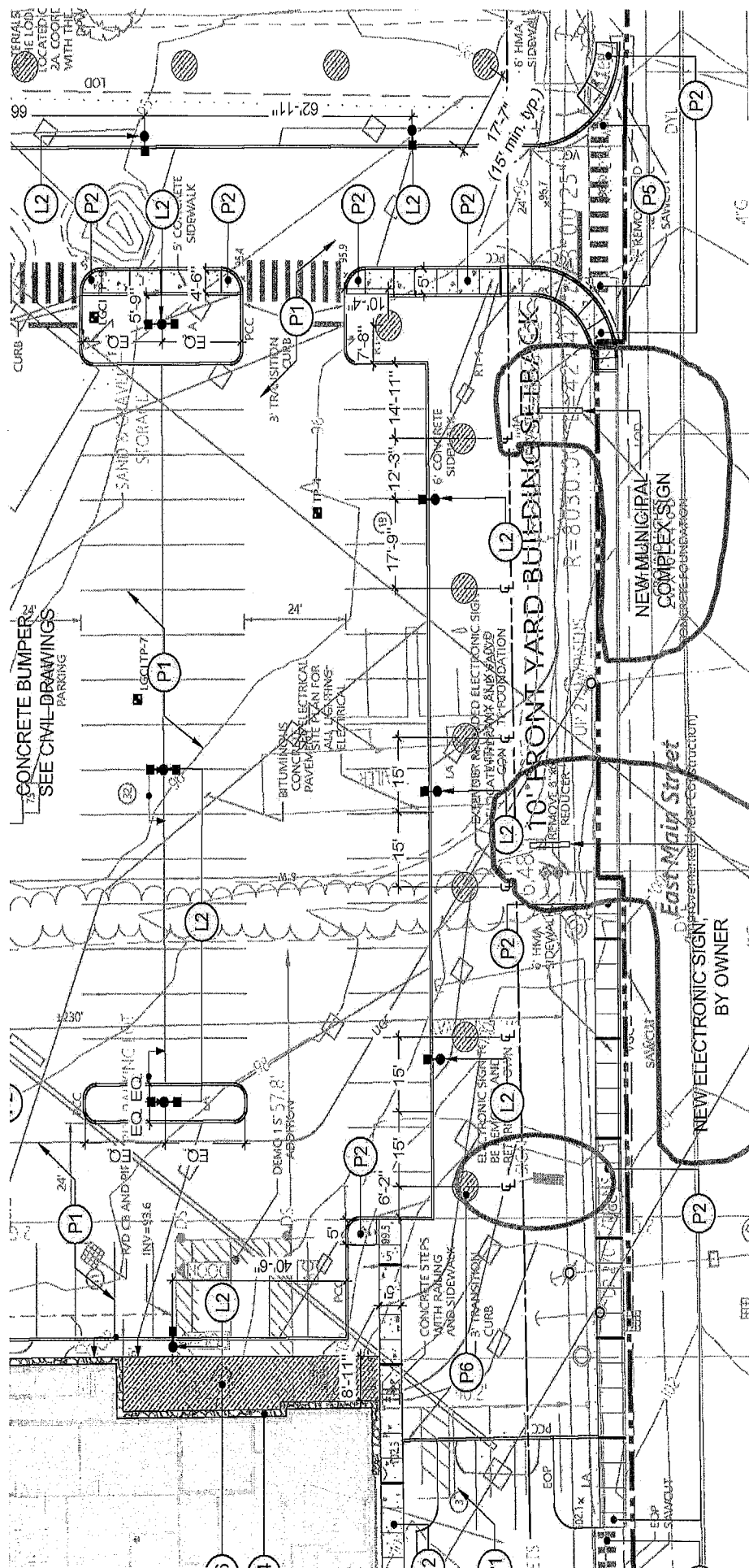
Other issues:

- **New Building Sign**

- Existing digital sign currently located in front of Town Hall
- New digital sign intended to be purchased by Town and relocated per plan. GC to provide power.
- Monument sign also to be installed by GC
- Consider leaving existing digital sign in its current location and upgrading the surround.
- Not purchasing new digital sign as a cost savings measure

- **Schedule**

- On schedule per current schedule update. New schedule update due.





TOWN HALL - CHANGE ORDERS

Change Orders

Change Order #1 – (\$129,410.00)
Change Order #2 – \$125,798.61
Change Order #3 - \$51,850.72
Change Order #4 - \$11,760.88

Total to date = \$60,000.21

Construction contingency = \$849,640.00

Construction Contingency Remaining = \$789,639.79