



# MINUTES

## TOWN OF NORTON

RECEIVED  
NORTON TOWN CLERK

2023 NOV 26 PM 2:04  
Town Clerk Date Time Stamp

Board/ Committee: **Permanent Building Committee**

Meeting Date: **June 26, 2023** Time: **6:00 PM**

Meeting Location: **Norton Council on Aging / Zoom**

Committee Members: **James Slattery, Mark Gershman, Brian Bechet, Bob Medeiros, Kevin O'Neil**

Town / Liaison Members: **Michael Yunits. Steve Hornsby (SB Rep), Bob Brisco (COA Rep), S. Ollerhead (FinCom Rep)**

OPM / Architect: **Steve Kirby (OPM), Michael Viveiros (DBVW), Ed Cifune (DBVW)  
Beth Rossi (COA), R. Schneider (COA)**

Public: **P. Wiggins**

Meeting called to order at: **6:00 PM** and adjourned at: **7:15 PM**

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

#### A. Meeting Minutes

**Committee voted to approve the April 24, 2023 and May 22, 2023 PBC Meeting Minutes.**  
Member K. O'Neil abstained on approval of the May 22, 2023 minutes as he was not present.

#### B. Mail / Correspondence

N/A

#### C. Chair Report

Chair (J. Slattery) reported that he signed some invoices; attended construction meetings for the Community / Senior Center project; was on site at the Town Hall for tree trimming and Community Center site for the backfilling of the building foundation.

J. Slattery mentioned that he discussed Seaver's lack of apparent attention to the Town's Community Center Project and that this is an important project for the Town and it is being scrutinized and watched by many parties. S. Kirby (OPM) noted that there are no issues with J. Slattery attending the construction site meetings and that it is good the Town is being represented.

#### D. OPM Community / Senior Support Center Update

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

S. Kirby noted that 800-900 cubic yards of unsuitable material was removed, however Seaver claims 1,400 cubic yards of material was removed in their Proposed Change Order. OPM is discussing discrepancy with Seaver.

S. Kirby noted on the Look Ahead Schedule that the exterior footings and piers will be placed, backfilling of the foundation, under slab plumbing and electrical will be installed and the slab on grade poured.

Furniture, Fixture & Equipment (FEE) Subcommittee:

The FFE Subcommittee met on June 21, 2023 and has another meeting scheduled.

PCO #2 – Patio Rubber Bricks

OPM is still waiting for Seaver's revised PCO for a "squared off" the patio.

COA Grant

The required expenditure of the \$50,000 grant was extended until June 30, 2024. Chair J. Slattery also noted that through discussions with the Town Manager, the grant can be used for any purpose as determined by the COA for the project.

Siding Color

S. Kirby noted the cost for the specified color (now a premium color) is \$17,405 and that the cost to field paint was 3x that amount. OPM and DVBW recommended approval of PCO #8 to factory paint the siding with the specified color (yellow).

Change Orders:

S. Kirby (OPM) provided an update on the approved Change Orders (see attached):

CO#1 - \$6,002.70

Includes PCO #1 (fire brick) - \$3,103.65 & PCO #6 (switch gear) - \$2,899.05

PCO #2 (rubber patio bricks)	\$82,245	under COA review
PCO #2A (rubber patio bricks-squared off)		waiting for Seaver to submit
PCO #3 (room light sensors)	\$1,838.29	OPM returned with comments
PCO #4 (electrical)	\$342.72	under OPM review
PCO #5 (fire line <b>credit</b> )	(\$16,628.55)	OPM returned with comments
PCO #7R1 (unsuitable material)	\$305,083.03	under review
PCO #8 (factory premium color)	\$17,405.24	OPM recommends approval
PCO #9 (field premium color)	\$54,360.63	rejected

PCO #8 (factory applied premium color) – **Committee voted to approve PCO #8 in the amount of \$17,405.24 to factory apply the premium color.**

PCO #7 (unsuitable material) – S. Kirby noted the discrepancy between field measured quantities vs truck slips and that 755 cy of unsuitable material is not in dispute. (855cy – 100cy contract amount). Therefore, the OPM recommended that a Construction Change Directive (CCD) be issued for 755cy (approximately \$163,000) so that Seaver can invoice the Town and pay his suppliers. A CCD allows the change order to remain open so that the remaining discrepancy in the quantity can be reviewed. **Committee voted to approve a CDD for 755 cy of unsuitable material.**

E. Town Hall Project

S. Kirby (OPM) provided an update on the Town Hall project (see attached). M. O'Connor Contracting mobilized; installed a construction fence and erosion controls; set-up field trailers; and started tree clearing and trimming.

S. Kirby reviewed the list of PCO's submitted by O'Connor. If all were to be approved **as is**, total results in a credit of \$15,695.36.

F. Other Business

Committee member Bob Medeiros noted that this will be his last PBC meeting and resigned from the Committee. The Committee thanked him for his service to the Committee and the Town and wished him the best.

K. O'Neil suggested an architect to fill Bob's seat and will discuss with M. Yunits.

Next Meeting(s):

July 24, 2023

6:00 PM

Council on Aging

Minutes respectfully submitted by:

Mark Gershman, PBC Clerk

Signed by Chairperson:

James M. Slattery

Minutes Approved by Committee on:

7/24/2023



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

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In-person and Zoom

June 26, 2023

**VERTEX**

## **SENIOR / COMMUNITY SUPPORT CENTER**



**Progress since last PBC meeting:**

- Per last PBC meeting, unsuitable materials observed by Geotech
- Approx. 800 to 900 CY of unsuitable material removed. Disputed by Seaver. PCO submitted for approx. 1,400 CY
- Perimeter footings and foundation walls poured
- Partial exterior post footings and piers poured
- Backfill material for the foundation wall delivered and backfill started
- Obtaining material (concrete, soil) delivery dates has been difficult
- Submittals and RFIs are ongoing



**SENIOR CENTER CONSTRUCTION PROGRESS**

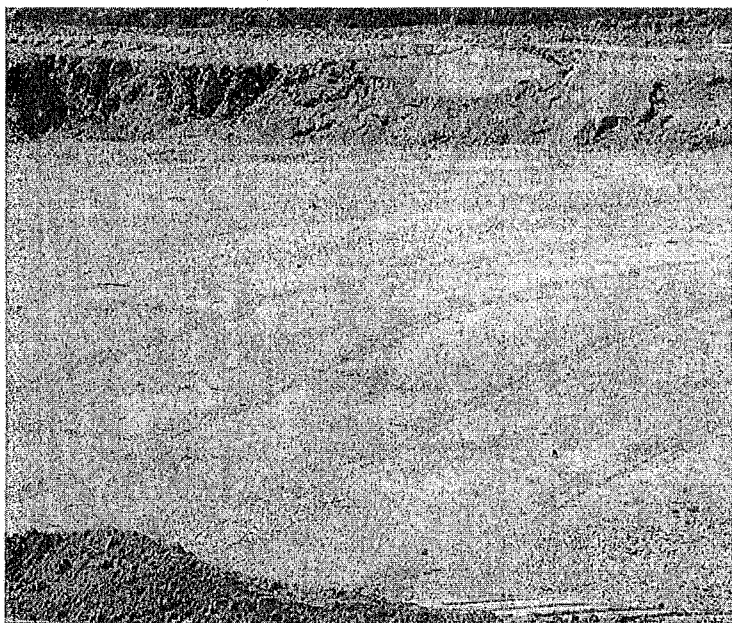
## **Construction Progress Photo-documentation – 6/26/23**

# **Norton Senior/Community Center**

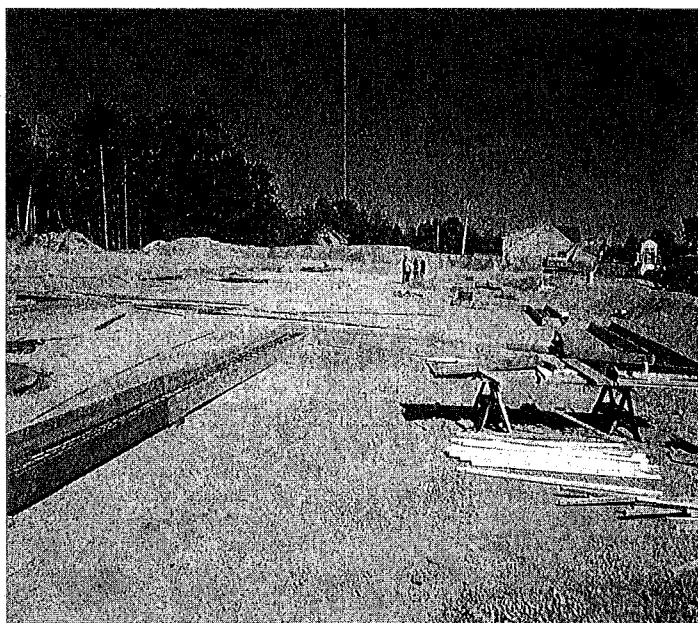
**Progress Photo-documentation  
5-22-23 PBC Meeting**

**VERTEX**

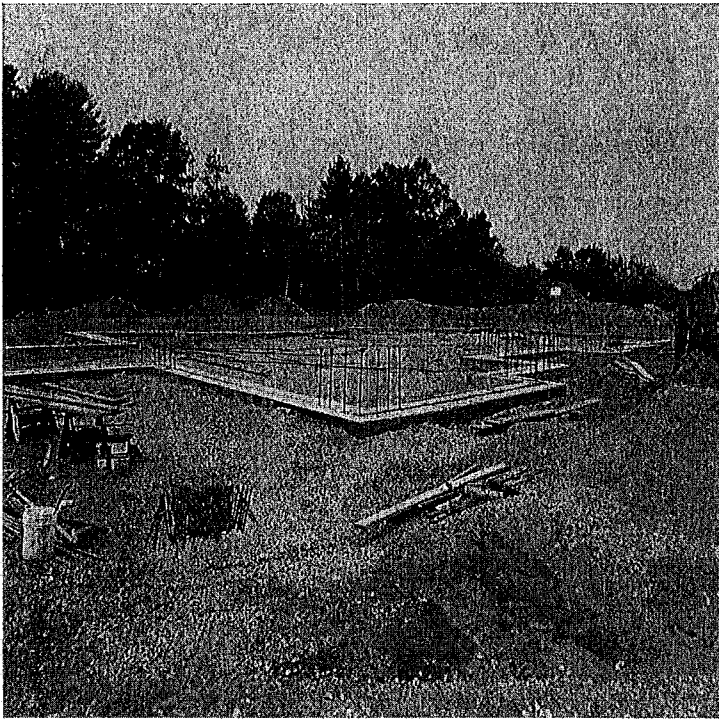




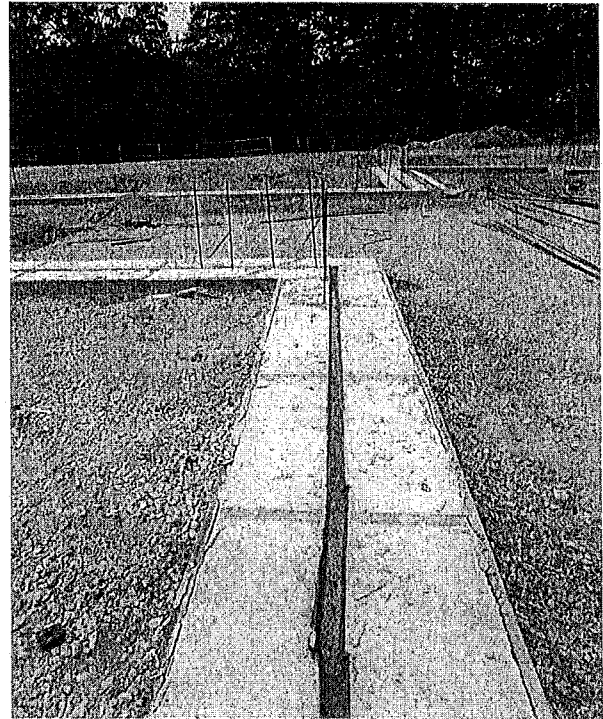
5/23/23 - Structural fill to bottom of footing elevation



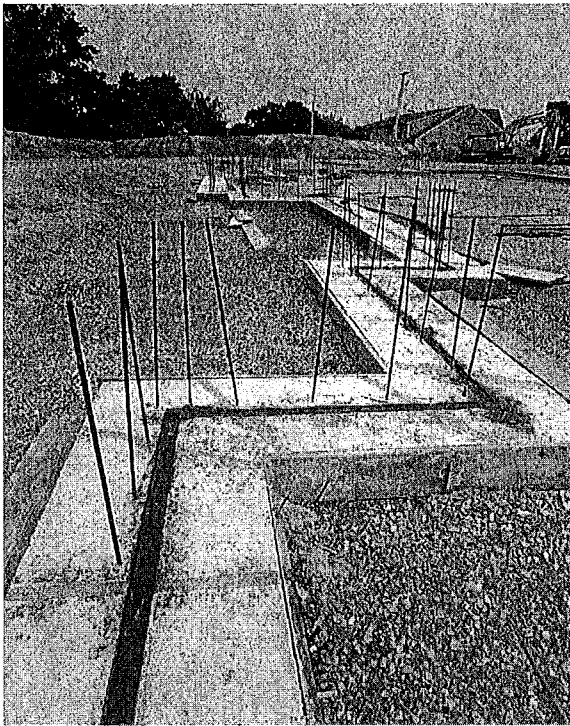
5/30/23 - Footing forms



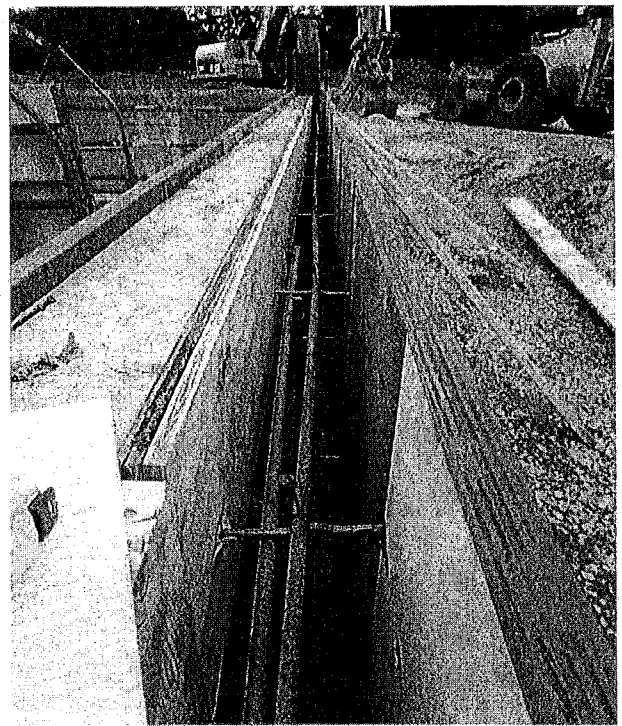
6/6/23 – Foundation wall footings



6/6/23 – Foundation wall footings



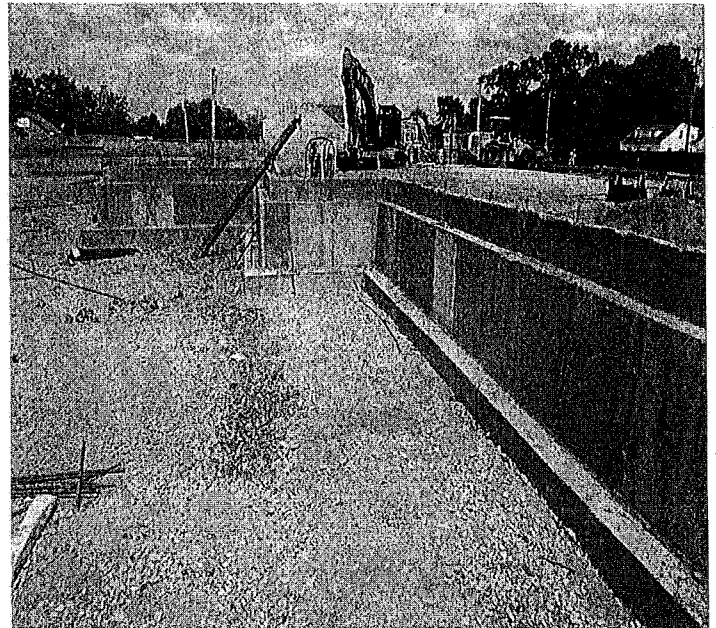
6/6/23 – Foundation wall footings



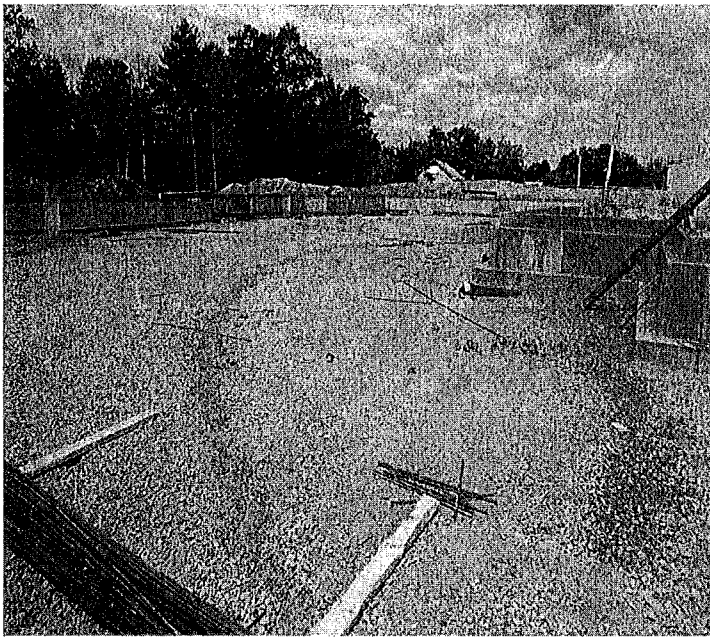
6/13/23 – Foundation wall formwork



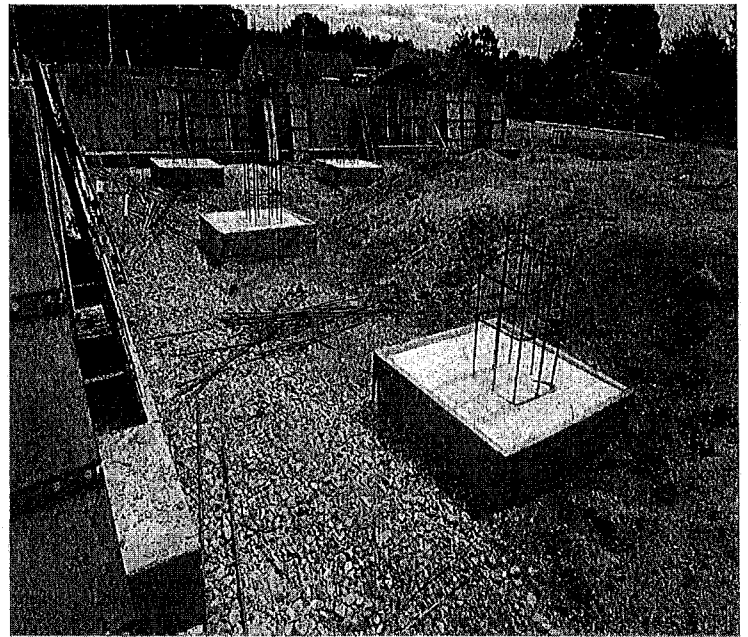
6/13/23 – Foundation wall formwork



6/20/23 – Foundation walls



6/20/23 - Foundation walls



6/20/23 - Partial exterior piers

**Schedule look-ahead:**

- Complete exterior footings and piers – Form, rebar, pour concrete
- Insulate and backfill foundation with structural fill
- Installation of underslab plumbing
- Installation of underslab electrical
- Pour slab-on-grade

**Other issues:**

- **MA DOT**
  - Curb cut permit issued with sidewalk/curbing requirement. PR to be issued
  - Water utility permit – ongoing with MA DOT (VHB, VTX, SCC). Numerous documents requested
  - Electric – ongoing with MA DOT and National Grid
  - Gas permit – ongoing with MA DOT and Eversource
- **Furniture, Fixtures & Equipment (FF&E) Working Group**
  - Working Group: Beth Rossi, Ruth Schneider, Bob Briscoe, Sosie Megerdichian, Brian Bechet
  - 1st meeting was 6/21/23

**Other issues:**

- **Azek composite/rubber brick patio**
  - Norton patio option 1 = 1,384 SF; Proposed Cost = \$82,425
  - Norton patio option 2 = waiting for pricing
- **Grant monies**
  - \$50,000 grant expenditure extension requested and approved
- **Siding paint color**
  - Proposed cost was submitted for factory applied premium color and totaled \$17,850. Cost for field applied paint by painting subcontractor 3x higher.

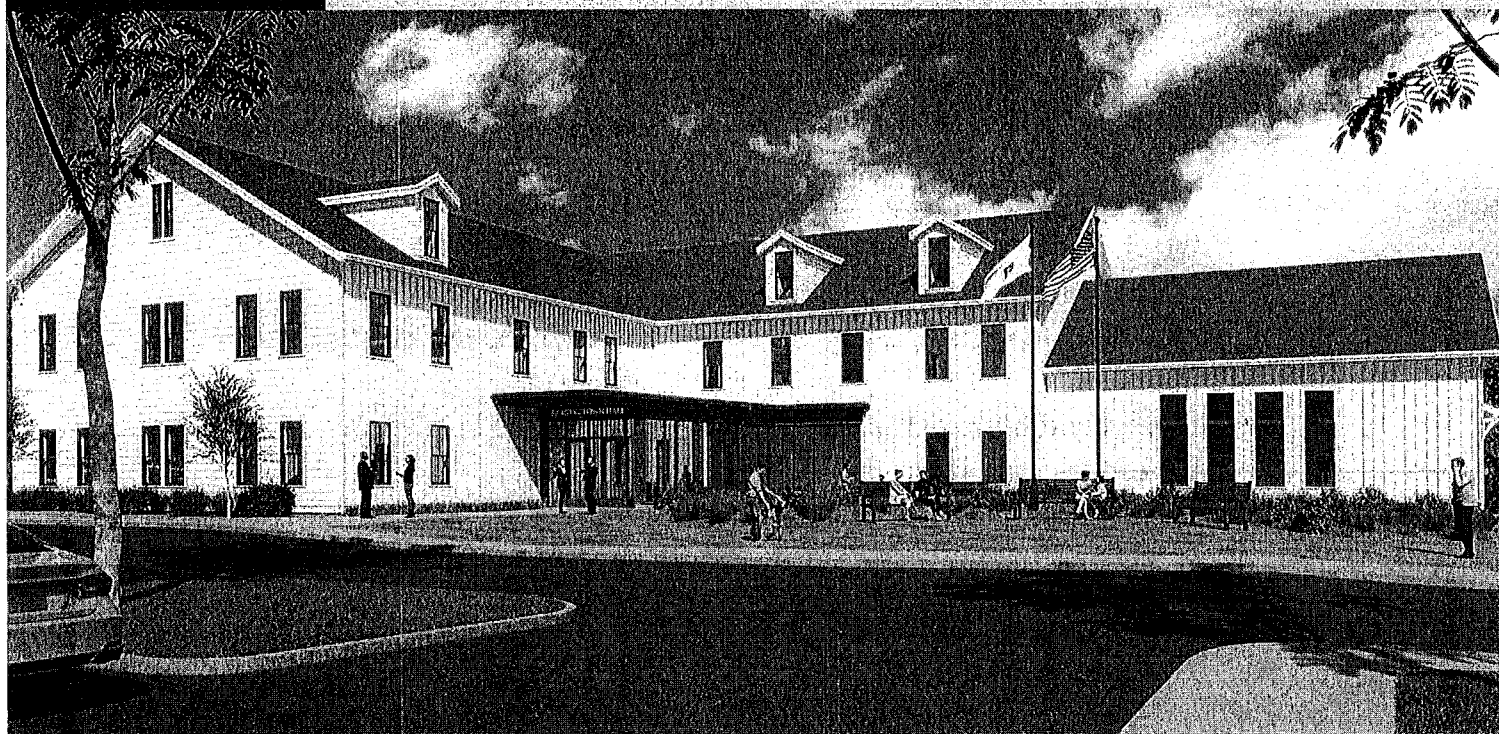


## Proposed Change Orders

- PCO #1 – Additional boiler abatement for fire brick - \$9,200.00
  - Finalized at \$3,103.65 – CO #1
- PCO #6 – Revision to switchgear - \$3,162.60
  - Finalized at \$2,899.05 – CCD #1/CO #1
- **CO #1 = \$6,002.70**
- PCO #2 – Azek rubber brick patio - \$82,425.00 – Under by COA
- PCO #2A – Azek rubber brick patio option 2 – To be submitted
- PCO #3 – Add occupancy sensors for lighting in Large Program room - \$1,838.29 - Comments back
- PCO #4 – ASI #4 Voltage and electrical phasing revision - \$342.72- Under review
- PCO #5 – Fire line revision (\$16,628.55) – Comments back
- PCO #7R1 – Unsuitable soil removal; backfill w/ structural fill - \$305,083.03 – Under review/CCD for undisputed
- PCO #8 – Factory applied premium color - \$17,405.24 – Recommend approval
- PCO #9 – Painter applied premium color - \$54,360.63 - Rejected
- PCO xx - Credit for no ACM dampproofing on house or garage foundation

**VERTEX**

## NORTON TOWN HALL



**Progress since last PBC meeting:**

- Mobilized to the site on 6/8/23
- Layout, construction fencing, erosion control installed
- E-control inspected by ConCom agent
- Field office trailers and port-o johns delivered. Power connected to trailers
- Sitework subcontractor mobilized
- Tree cutting has started
- Submittals and RFIs are ongoing



TOWN HALL CONSTRUCTION PROGRESS

## Construction Progress Photo-documentation – 6/26/23

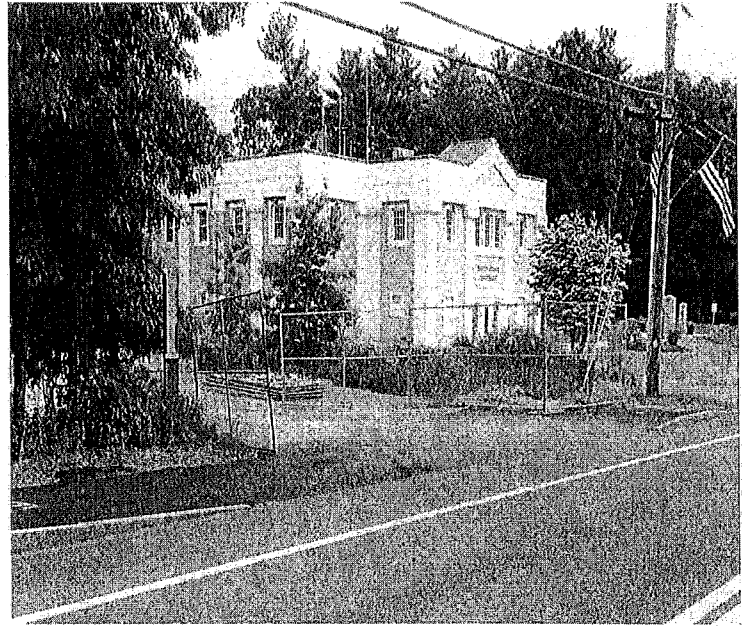
# Norton Town Hall

Progress Photo-documentation  
6-26-23 PBC Meeting

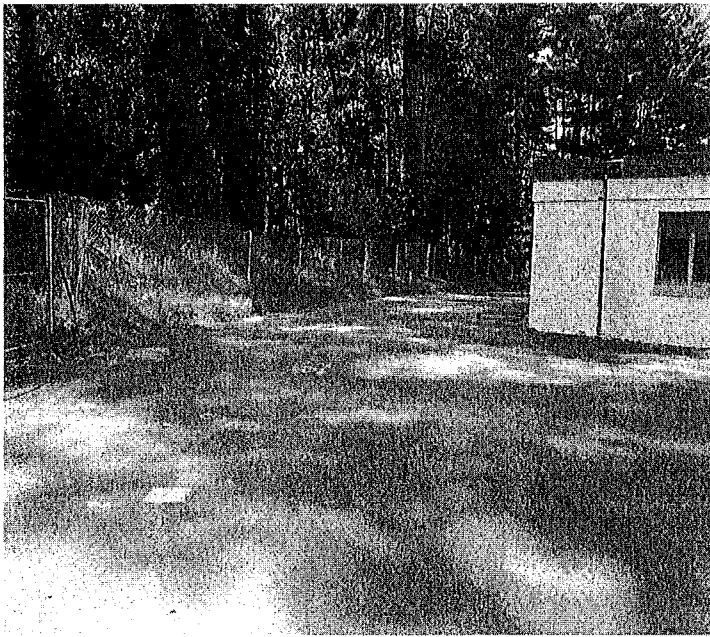




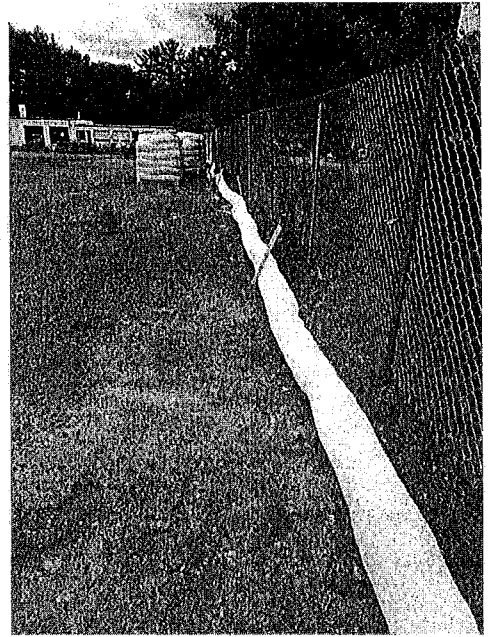
6/8/23 - Strat of construction fence install



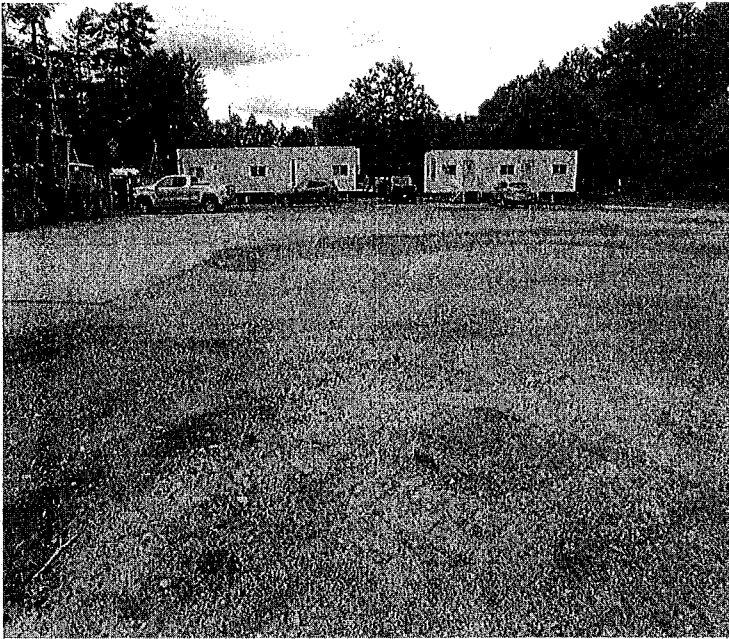
6/8/23 - Main construction gate off Route 123



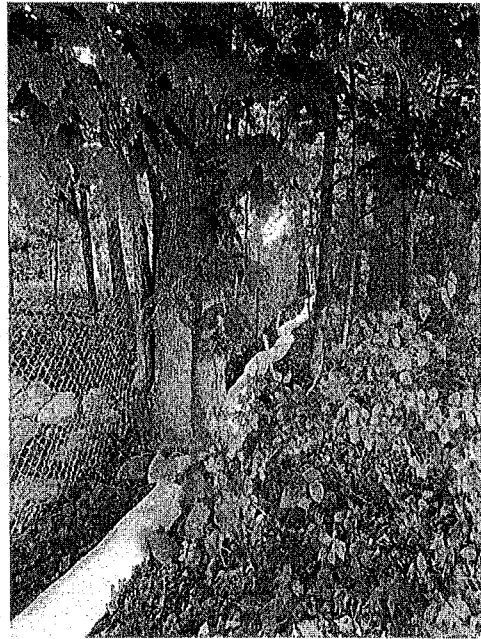
6/13/23 – Construction fence adjacent to DPW



6/20/23 – Erosion control adjacent to PD



6/20/23 - Field office trailers



6/20/23 - Erosion control behind TH





6/22/23 – Brush removal



6/26/23 – Tree cutting

**Schedule look-ahead:**

- Tree cutting, stump removal, grubbing of wooded area
- Relocation of gas line to the DPW
- Relocation of the power to DPW
- Relocation of the low voltage to DPW
- Start excavation for foundations



## TOWN HALL — OTHER ISSUES

### Other issues:

- **Coordination of utility relocations for DPW**
  - Team to coordinate with DPW, TH, FD and PD staff

**Proposed Change Orders**

- Proposal Requests
  - PR #1 - Delete two swing gates west side of NFD
  - PR #2 - Revise plumbing sanitary main cleanout to meet Code
  - PR #3 – Add ZCC flashing at air terminal for lightning protection system
  - PR #4 – Add electrical connection for septic controller and pumps
  - PR #5 – BOH requested improvement to septic system to add effluent filter
  - PR #6 – Additional scope for power, FA, and CTV relocated feeds to DPW including wiring
  - PR #7 – Delete card readers at main entry doors
- PCOs submitted
  - PCO #1 - Revise plumbing sanitary main cleanout to meet Code - \$1,451.70 Comments back
  - PCO #2R – Delete two swing gates west side of NFD - (\$8,484.00) Recommend approval
  - PCO #3 – Electrical filed sub reconciliation - \$(129,410.00) – **Approved – CO #1**
  - PCO #4R - BOH requested improvement to septic system to add effluent filter - \$4,268.56 Comments back
  - PCO #5 – Add electrical connection for septic controller and pumps - \$15,072.22 Comments back
  - PCO #6 - Additional scope for power, FA, and CTV relocated feeds to DPW - \$100,528.39 Under review
  - PCO #7 - Add ZCC flashing at air terminal for lightning protection - \$877.77 Recommend approval
  - **Total to date - \$(15,695.36)**