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**TOWN OF
BROOKLINE, NEW HAMPSHIRE
BPW BUILDING COMMITTEE**

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*Minutes
BPW Building Committee
Tuesday, December 22, 2020*

Members present via Zoom: Eddie Arnold, Mike Wenrich, Cindy LaCroix, Todd Croteau, Dana Ketchen, Brian Rater, and Tad Putney as well as Roland Pothier from North Branch Construction.

6:35pm Eddie opened the meeting and said we were meeting under Executive Orders which allow for remote meetings. Members all stated they were at their homes, alone in the room, and participating remotely due to COVID-19.

Minutes

Dana moved, seconded by **Cindy**, to approve the minutes of the December 17th meeting as written; Roll Call Vote Yes 4-0-3, with **Todd**, **Eddie** and **Mike** abstained.

Guaranteed Maximum Price (“GMP”)

Roland walked members through the GMP document that was prepared earlier in the day. He said the total GMP is \$2.711 million. He reviewed most of the main categories that make up the GMP. He said there were five bids for site work and **Jerry Farwell** was the low bidder. He said it includes about \$103,000 in blasting work in the area of the cistern and said it involves about 2,000 cubic yards that needs to be removed. **Roland** said he only got one concrete bidder, but it is a good vendor and good prices. He said there were no local bidders for rough carpentry and the costs are a bit higher than last time, especially for the trusses. **Roland** said there were a couple bidders for thermal and moisture and there could be some savings on the exterior insulation item. **Todd** asked if there were any bids that came in less than expected. **Roland** said **Jerry's** was lower, but he has had conversations with **Jerry** and has ensured that it is qualified and a complete bid. **Todd** said he was concerned about getting underbids on the ledge. **Roland** said we have done the best we can on it to avoid surprises. He said we have an opportunity at savings on the windows, which can be discussed before finalization. **Roland** said he got a good response on finishings, except flooring, which is very limited in scope. He said he will forward the bid grid for members to see. **Tad** asked which categories saw increases from the preliminary bids. **Roland** said site work and concrete due to the cistern. **Cindy** noted that plumbing and mechanical also went up and **Roland** said material is getting more costly. **Roland** said the GMP is \$2.711 million and anything that is not spent is returned to the town. He noted there are some opportunities for savings. **Tad** suggested we have a working

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session with **Roland** after the holidays to work through the potential savings and come up with a final cost number. **Roland** suggested **Kurt** be part of the meeting as well. Roland left the meeting.

Presentation Review

Eddie went through the presentation using the speaker's notes. No members of North Mason Road joined the meeting (invitations had been mailed to join this portion of the meeting). **Tad** and **Brian** suggested adding a slide with the building's floor plan.

Brian also suggested orienting people to the Transfer Station and new buildings at the beginning of the presentation. **Mark Fessenden** said it would be helpful to note how much of the building is used for office space versus equipment on a square foot basis. It was agreed to simplify the slide on alternatives. **Eddie** said he will update the speaker's notes.

Other Business

Tad will ask **Roland** for an updated the project schedule. He will also ask him to provide more detail on the bid submissions that can be forwarded to members by the end of the week. **Dana** asked if we knew the building would cost \$2.711 million last year, would we have scaled the building smaller. **Eddie** said he would have asked if the size of the building is right for our town and he has been told the current building plan is as small as it should be and will be filled within four years. **Dana** asked **Cindy** for a definition of "value engineering" and **Cindy** said it involves identifying savings that still serve the building's purposes.

Next Meeting

Members agreed that the next meeting would be at 6:30pm on Wednesday, January 6th via Zoom. **Tad** will contact **Roland** and **Kurt** for them to attend to work through potential savings. **Dana** asked when we need a final price and **Tad** said it will need to be by the third week in January, so time is getting tight.

Meeting adjourned at 8:11pm.

Minutes submitted by Tad Putney