



**TOWN OF  
BROOKLINE, NEW HAMPSHIRE  
SELECTBOARD**

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*Minutes  
Public Works Building Committee  
October 28th, 2021*

Members in attendance: Eddie Arnold, Cindy LaCroix, Mike Wenrich, Todd Croteau and Tad Putney.

6:32pm - **Eddie** called the meeting to order.

**Minutes**

*The October 12th minutes of the Building Committee were approved as written; Vote Yes 4-0 with Tad abstaining.*

**Review of Architect's October 21<sup>st</sup> Field Report**

**Tad** shared the field report provided by the architect. No areas of concern were noted.

**Review of Project Cost Spreadsheet**

Members reviewed the updated cost spreadsheet. **Tad** noted the removal of the safety fence from the change order as it will be paid out of the gate allowance. **Eddie** asked for an update on the construction manager's contingency for the next meeting. He also suggested holding on the nitrogen system until we know more on the amount of the CM contingency. **Mike** said he was okay moving forward with the nitrogen system now over the safety fence as we could do the fence ourselves in the future, if needed. **Eddie** agreed. *Mike moved, seconded by Cindy, to approve the nitrogen system change order (COP016) from the owner's contingency; Voted Yes 5-0.*

**Architect's Invoice**

**Tad** recommended paying the invoice out of the General Government Buildings budget line item that had been used for other architect invoices this year. He said that it would go over budget, but it was the correct place to charge the expense. *Mike moved, seconded by Eddie, to approve the payment of an invoice in the amount of \$5,050 to Laurer Architects; Voted Yes 3-0; Todd and Tad not voting. Todd moved, seconded by Cindy, to take the money for the payment from the General Government Buildings budget in the operating budget; Voted Yes 5-0.*

**Credit for Forebay/Loading Ramp**

**Eddie** asked if **Mike** was okay with the detailed costs for the ramp and forebay credit, which netted to a credit of \$20. **Mike** said that both were reasonable. *Cindy moved, seconded by Tad, to accept the \$20 change order credit (COP019) in the amount of \$20 toward the owner's contingency; Voted Yes 5-0.*

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**Safety Fence**

Members agreed to table a decision on this item until we have a better idea if project funds will be available for it.

**Fire Pump Delay**

**Tad** shared a letter from the architect advising that with the fire pump delayed until February, conditional occupancy of the building *excluding vehicles*, would comply with the applicable codes as the building, under such use, does not require a sprinkler system. Members asked **Tad** to share the letter with the fire chief, fire inspector and building inspector for their thoughts.

**Civil Engineer's Sign Off of the Site**

**Tad** said **Chad** from Fieldstone did the site visit yesterday and **Roland** will issue a modified AIA Substantial Completion document that covers the site and salt shed, but not the main building, so **Mike** can start to use the salt shed for its intended purpose. **Tad** said **Chad** will get us his punch list by Monday and the Selectboard can review and hopefully approve the AIA document at its meeting Monday night.

**Credit for Culvert Headwalls**

A question was raised on whether the town would see a credit for the use of rock instead of precast headwalls for several culverts. **Tad** will follow up with **Roland**.

**OneSource**

It was noted that the two interior doors leading into the bays had not been wired for key FOBs, which is required per the plans. **Tad** will follow-up with **Dan** to make sure this issue is being addressed.

**Next Meeting**

It was agreed the next full committee meeting will be November 9th at 6:30pm in the Town Hall Conference Room.

**Trees**

**Mike** said he has gotten a mix of 19 trees to be planted around the facility from Central Mass Gardens.

Meeting adjourned at 7:10pm.

Minutes submitted by Tad Putney.