

Public Building Commission  
December 17, 2013 – 6:30pm  
Pool Committee Meeting Minutes  
Room 207, Town Hall

Members Present: Mr. Keith Goldberg, PBC Committee Chairman  
Mr. Art Crooker, PBC Member  
Mr. Dave Gavin, Energy Commission  
Mr. Kevin Wetmore  
Mr. Bill Kunde

Staff Present: Ms. Sheila Adams, Aquatics Director  
Mr. George Noewatne, Public Works

Others Present: Mr. John Purtill, PBC Chairman

Meeting called to order at 6:30pm.

The following members were officially added to the Committee at the Town Council meeting of December 10, 2013: Kevin Wetmore, Dave Gavin, Bill Kunde, and Matt Levine.

**Update from Mr. McIlhargy**

1. Firms expected to submit proposals:

Coverair

Signature

Event Resource Group

Clear Span\*

Arizon\*

Universal

(\*Attended walk-through on December 17, 2013)

Walk-through was held from 1:00pm through 2:30pm on December 17, 2013.

Firms may consider using existing grade beam with modifications

Firms thought they could meet a mid-June deadline

2. Due Dates for Future RFP's

HVAC – December 20, 2013

Sprinkler – January 7, 2014

Electric – end of January, after structure is selected

General Trades – end of January, after structure is selected

3. Discussion of Budget Pricing and Proposal

In his draft budget, Mr. McIlhargy distributed the contingency between various trades. The committee wishes him to keep the contingency separate.

Mr. McIlhargy will submit a revised proposal for engineering services without the project management component.

**Committee Discussion**

- Project Manager: Only \$38,500 is available for a project manager, which the committee feels is not sufficient.
- Discussion of proposed RFP for project management
- Goal is to have the PBC endorse the project manager and HVAC RFP's at their meeting to be held on January 2, 2014.

**Schedule**

Mr. Goldberg distributed a draft schedule. The committee will comment.

Next meeting is scheduled for January 14, 2014 at 6:30 pm at Town Hall, Room 210

*Motion by Mr. Wetmore to adjourn. Motion seconded by Mr. Gavin and carried unanimously.*

Meeting adjourned at 8:20pm

Submitted by:

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George Noewatne