

MINUTES

NORTHBRIDGE BUILDING, PLANNING AND CONSTRUCTION COMMITTEE

RECEIVED

RE: BUILDING, PLANNING AND CONSTRUCTION COMMITTEE MEETING

07 AUG 27 AM 8:30

DATE: June 27, 2007

PLACE: NHS Conference Room

NORTHBRIDGE TOWN CLERK
DOREEN A. CEDRONE

PRESENT: Donald Lange, Neal Mitchell, David Morrow, George Murray, Patrick Smith, W. Robert Knapik, and William Ferguson, Town Manager Theodore Kozak, Pam Ferrara (Clerk)

Call to Order: Chairman David Morrow called the meeting to order at 7:00 P.M.

Approval of Minutes: Review of previous minutes. Motion was made to accept the previous minutes. Motion carried.

Discussion: David Morrow presented the following invoices. The Committee unanimously approved the bills for payment:

1) Gale Associates – Police Station Roof, initiating work	\$3,765.70
2) Gale Associates – Middle School Roof Replacement, Review Mock-Ups	\$3,203.70
3) Gale Associates – Middle School Field Monitoring, Roof and Masonry	\$3,850.00
4) Gale Associates – Change Construction Documents using USDA bonding	\$6,250.00
5) SOM Construction	\$141,940.00
6) SOM Construction	\$134,843.00

The Committee also approved SOM 's Application for Payment No. One for Middle School Roof Replacement in the amount of \$647,068.75.

The Police Station work is finished with 5% retainage.

Dave has been in touch by email with Chris Musorofiti of Gale Associates.

The Middle School will have to be cleaned up before fireworks can be held on July 7th. This is not expected to be a problem.

The Middle School roof is one-third complete and ahead of schedule. The construction crew has been at the site for one month. They have finished the gymnasium and are currently working on the auditorium, then on to the classroom wing. It is hoped that most of the slate is complete.

It had been anticipated that the funds from the Court Settlement could be used for the fields. However, a Department of Revenue representative stated that the funds from the settlement have to be closed out because it is a court case. The funds first have to be put in the general fund, and then they can be appropriated.

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Dave said that the plan for the fields is to start with the softball field, getting it graded and then growing the turf. By Fall or Spring it will be in shape. There have been issues with watering due to water company problems as well as the diamond being incorrectly laid.

Ted reported that the Town owes \$237,000 to the School Committee from school choice monies. Ted is hoping that the Town will have enough for \$237,000 from Certified Free Cash in FY08.

The Committee discussed saving money if the Committee members design the soccer field. Plans can be scanned. Drawings had been emailed to Dave.

Richard Sasseville, Director of Public Works, sent a letter to BPCC March 28, 2007, regarding the need to replace the old, ineffective heating system at the Town Hall. The Committee agreed that the heating system should be replaced as part of the overall renovation at the building. Pam will write a letter to Richard indicating that the Committee will research grant options with the Planning and Development Office.

There was some discussion about Aldrich School and various uses. It was suggested that it could be used as an Annex when the Town Hall is being renovated or a design center or for revenue.

The Fire Station and DPW projects had been placed on hold. The DPW problem was viewed as the more critical. Neil suggested that the Fire Station site (Water Street) be relocated since the land is inferior and the cost of the land work would be more than the cost of the building work. It was also suggested that Fire Department response time be studied since it is related to insurance rates. Ted has a compilation of plans for properties owned by the Town for Fire Station relocation consideration. Following discussion it was decided to update the Committee's studies and to change these projects from hold to initiate.

The Skate Board Park project is on hold. According to Neal, an abandoned basketball court at Plummer's Park had been earmarked for the Park and \$25,000 had been appropriated for the project. However, the former Town Manager dismissed the project and the monies were taken back for general operating expenses.

The only money the Committee has is the roofing accounting project. Money is available to pay the bills.

George announced that this would be his last meeting. He will stay through the roofing project. The Committee now has 2 vacancies.

Ted will call Jeff Davis at Tapax to provide follow-up on the Architect's Certification of Square Footage and Build to Specification.

Meeting adjourned at 8:00 P.M.

Respectfully submitted by Pamela Ferrara, Clerk

Pamela L. Ferrara

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Meeting adjourned at 8:00 P.M.

Respectfully submitted by Pamela Ferrara, Clerk

MINUTES

NORTHBRIDGE BUILDING, PLANNING AND CONSTRUCTION COMMITTEE

RECEIVED

RE: BUILDING, PLANNING AND CONSTRUCTION COMMITTEE MEETING 07 SEP 10 AM 8:18

DATE: August 16, 2007

NORTHBRIDGE TOWN CLERK
DOREEN A. CEDRONE

PLACE: Selectmen's Room at the Town Hall

PRESENT: Donald Lange, Neal Mitchell, David Morrow, George Murray, W. Robert Knapik, William Ferguson, John Davis, Town Manager Theodore Kozak, and Clerk Pam Ferrara

Call to Order: Chairman David Morrow called the meeting to order at 7:00 P.M.

Approval of Minutes: Review of previous minutes. Motion was made to accept the previous minutes. Motion carried.

Discussion: David Morrow presented the following invoices. The Committee unanimously approved the bills for payment:

- 1) Gale Associates – Police Station Roof, Meeting Attendance and Expenses \$ 318.35
- 2) Gale Associates – Middle School Roof Replacement, Field Monitoring \$12,685.00
- 3) Gale Associates – Police Station Field Monitoring \$ 8,853.00
- 4) Gale Associates – Middle School, Meeting Attendance, Review Requisitions \$ 2,180.00

The Committee also approved SOM 's Application for Payment No. 2 for Middle School Roof Replacement in the amount of \$631,180.50.

This leaves \$631,000 to finish the Middle School roof. George stated that the Middle School roof is 70% complete as certified by the Architect and approved by Gale Associates. The work is 100% done on the flat and 50% done on the slate. A motion was made to approve SOM Requisition no. 2 for \$631,602.25, seconded and passed.

Matthew Perry presented that the funding of \$25,000 is still available for the Skate Board Park and that he would like to move forward with the project. Discussion followed about whether Plummer's Corner is available. Neil said Plummer's would be ideal, that it could be black topped. Neil recommended that the Board communicate with Richard Sasserville about the project. The Board agreed that if the money is available it should be spent on the project. Dave suggested that the proposal be updated. Ted will speak to Parks and Recs. Dave will help put a plan together. The bid will be updated and Ted will follow up with Sasserville. Neal suggested that Sasserville could provide the pavement. The Board discussed getting 3 quotes for under \$25,000.

The roof projects were discussed. George stated that Police Station roof is complete with the exception of 2 items: work around the ladder and drain screen. He emphasized that it was a "good job". The Middle School work is 75% done with 50% of the slate complete and "very good" and that the gutters look good.

said that there were a few problems with the chimneys. There are a couple of requisitions for change orders: first the roof area that Gayle missed, 1/4 of the way down. Gayle put together a price of \$28,473. In addition, since they have all their equipment there, they asked if the Board wants the window trims painted for about \$28,000. The Board agreed that that is would be a good expenditure. The windows are

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in bad shape and it would buy some time, about 5 years. Reviewing the figures approved at Town Meeting, \$1,909,851 for the Middle School and \$141,940 for the Police station, the Board felt that there was an extra \$450,000 which could be used for the windows. Dave asked how quickly the Board could get a quote to replace the windows. The Board felt it would cost about \$200,000 to replace the windows.

The Fire Station project passed for a separate appropriation. The problem is debt exclusion. There is no problem with the change order. The Board has about \$200,000 for the change order. Dave said that Chris could put it together.

A motion was made by Neal, seconded by Don, to approve the change order to paint the windows and trim of the Middle School, not to exceed \$30,000. Motion was approved.

Neal also made a motion, seconded by Don, for the roof not to be included in the base price of \$28,473. Neal made the motion that the amount should be \$35,000 and Don seconded. Motion was approved. Dave and Ted signed the proposal. It was agreed that the price should be \$28,445 not to exceed \$30,000.

George proposed that a change order be accepted to repair the wall flashing and masonry work for a total of \$22,300. He emphasized that the masonry shows extensive deterioration. Neal made the motion, seconded by Don, to approve the change order. Motion was approved. The proposal to repair the flashing and roof was signed.

Neal said there is a potential problem with a crack down the middle and suggested that the structural integrity might be compromised. Gale will have someone look at the problem. Neal observed that a good job was done on the masonry repair.

Stating that the roof is intricate and time consuming, George projected that the job will be done near the end of October. He said that the area toward South Field is almost 100% complete. Work is being done on an emergency egress. Efforts will be made to not bother classes when school re-opens. George said that it is a good company which did a good job cleaning up.

Discussion turned to the High School fields. Ted said that volunteers including those from Park and Rec. cut the grass. D.P.W. used a tractor mower to cut all the fields. Ted talked to Don Bunker about donating some water. George advised that the sprinkler system be done by zones and that a water meter be installed. There would have to be coordination of the sprinklers and meter.

Discussion followed about the large soccer field. George observed that a yawk rake was pulling out the grass. He said there is a problem with lumps of grass. He added that there is no good grass and the field needs re-seeding. Neal said the field should to be fertilized and re-seeded. It was accepted by the Fire Department. Rob was encouraged by the playing field. Neal estimated that it would cost \$88,000 to fix the field. Ted proposed including an article at the Town Meeting for repairs. Neal said there is a good chance of fixing one field. George said there could be no games until MIAA approves the field. Ted suggested that Scott would do the finalization of the grass and maybe the re-seeding. Neal said that the Board could get the seed at cost. He added that the Board should get some of the money back from Town Meeting. He advised that the seed be sliced in the spring. Neil said that he is talking to Parks and Recs - he's on the Committee. He observed that there are 5 lateral lines for water and 5 heads per line. He

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suggested that a bulldozer be put in, then pick up the water lines. George said the cost is \$75.00 for each sprinkler. Rob said that he found manifolds and 7 lateral lines. George suggested that the Board borrow a compressor from the Highway Dept. and use the same heads. Reporting on the topography, Rob said that a number of test holes were excavated. He expressed that at least the elevation of the ledge will be known and there will be a design. Neal suggested that 1) identify the ledge and 2) get the topography of the site and then finish the design. If there is a contract limit in the amount of \$85,000. George said a couple of contractors have expressed interest and there will be data for the design. Dave said that he has a small set of contract drawings. He wants a benchmark. Rob agrees. He said that Ed Venna has many plans of fields. Dave added that we need to see the plans. Rob stated that there is 6 inches of topsoil and a 4-inch drain. On each of the holes they hit ledge. There is a drop at the center of the field. Neil observed that the soccer field is the one good field due to its size and grade. George said at the high field there could be 2 simultaneous soccer games. Rob said if the walkway goes off, some timber steps should be installed. Dave said there are ADA issues. Neil added that loam fill would be required. Discussion followed about the recharge basin. George said that the water becomes stagnant. Neil noted "we have \$50,000 for that." Ted suggested that prisoners work on Linwood field and clean up the brush. Neil said that a retaining wall should be made at Linwood. A certified engineer needs to draw up a plan. Neil said that Bridget called and said the retaining wall near the basketball court is failing.

There was discussion about various sites for the Fire Station. One potential site is the area across from Fire Station owned by Jolis. Dave suggested that the area near Friendly's be considered. He also suggested that the site should be in a visible location. Rob suggested Plummer's Corner but Ted said the response time should be considered. George said that the run times are best for the existing site. The Fire Chief said that he wants to knock down the building

D.P.W. was discussed next. Neil said a survey shows that if we own the land we could build 4 D.P.W.s. He added that Dick wanted to build a campus of D.P.W.s. He said that the hill in back is all sand and the best land in town. It can be leveled and become a parking area. Neil spent money for drawings. George suggested coming in from the railroad tracks. Dick was worried about the hole. It was suggested that the Town buy a small portion of land. Dwyer did a study of all requirements for a D.P.W. building with 2 results: 1) build a barn for 35 trucks (doesn't make sense) and 2) repair the facility with lifts. Neil suggested that the Board look at the Uxbridge D.P.W. George said that in Upton there is a metal building. Ted suggested that the Board do a site visit. Ted said that Dick doesn't want to go to the railroad tracks. Dave still has the drawings from the study. Ted noted that the D.P.W. and fire station are priorities.

The next topic of discussion was the Town Hall heating system. George said that we need to fix the envelope. Ted pointed out that the building is old and that the windows need to be replaced. He suggested that Aldrich School could be turned over to the Town. It was noted out that this might be premature in that repairs need to be done and that the building has to be de-leaded. George said that the zoning would need to be changed. He also observed that the boiler is new and that the roof is good. He said that they painted over the asbestos floor. He added that the bathrooms are not handicapped accessible. Dave feels that the building needs gut renovation. He added that there is a detailed study on renovation of the building. It was noted that second floor is unusable. George said that he was approached by Koopman Lumber and that Tony said that he might be interested in the building as a design center. George added that a low price for the building would be \$700,000 to \$800,000. Ted

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suggested that we get Aldrich School appraised. He added that part of the building could be used as an annex and another part for the public. Dave suggested that part of the building be leased. George stressed the need to install a new electrical system. Dave suggested that it might be more profitable to sell the building to a private entity. Ted noted that it would be costly to fix the building. He added that he will put in an article for an appraisal and zone change. While Rob felt that it might be difficult to appraise the property Neil said that a good appraisal might cost \$35,000. Rob said an appraisal should cost \$5,000 and would take into consideration the condition of the property. Neil added that a commercial appraisal would evaluate the property based on different businesses being there. Dave said that plans and specs from Gale would be provided to Ted.

Meeting adjourned at 9:00 P.M.

Respectfully submitted by Pamela Ferrara, Clerk

Pamela L. Ferrara

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NORTHBRIDGE BUILDING, PLANNING AND CONSTRUCTION COMMITTEE

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RE: BUILDING, PLANNING AND CONSTRUCTION COMMITTEE MEETING 07 OCT -1 AM 8:52

DATE: August 30, 2007

PLACE: Selectmen's Room at the Town Hall

NORTHBRIDGE TOWN CLERK
DOREEN A. CEDRONE

PRESENT: Donald Lange, Neal Mitchell, David Morrow, George Murray, W. Robert Knapik, William Ferguson, Town Manager Theodore Kozak, and Clerk Pam Ferrara

Call to Order: Chairman David Morrow called the meeting to order at 7:00 P.M.

Approval of Minutes: Review of previous minutes. Motion was made to accept the previous minutes. Motion carried.

Discussion: Dave and Ted reviewed and discussed Neil Vaidya's accounting figures, indicating with the budget. Ted said that he would speak with Neil who will then call Dave with an explanation.

David presented the following invoices. Bill made the motion to approve payment of the invoices, Don seconded and the motion carried.

- | | |
|---|-------------|
| 1) Gale Associates – Middle School Roof, Project Manager & Staff Engineer Time | \$ 3,111.34 |
| 2) Gale Associates – Middle School Roof, Field Monitoring & Masonry Renovations | \$10,360.00 |

Bill made the motion to approve payment of the invoices, Don seconded and the motion carried.

MIDDLE SCHOOL ROOF

George presented copies of the report from Gale Associates field visit to the site. The visit revealed problems that involved the chimney and chimney cap that George had noted at the August 15th meeting. George stated that it would cost approximately \$50,000 to do the repair work. Dave observed that this was costly but "they have us over a barrel" since equipment such as staging is already on site. George stated that they would have to take out the brick and reconfigure the main chimney closest to the Pleasant Street side. Dave proposed that repair work be done on the masonry and the chimney, to be re-capped. Neal made the motion to approve the repair work, seconded by Don and motion was approved. George suggested that the cost not exceed \$55,000. Bill made the motion to approve, seconded by Don and motion was approved.

FIRE STATION ROOF

Chris took S.O.M. over to the site for an estimate for the work. The ballpark figure was \$169,000 and a 15% contingency fee for a total of \$194,000. Dave said the plans are not detailed; it was more of a change order. Dave and Ted agreed that we need documentation. Neal suggested talking with the contractor to see if he might agree to a lower price. Although Chris wants \$160,000 Neal noted that if we say we only have \$125,000 left he might "go with it." Neal then suggested that we wait. Ted advised that find out how much money has been spent in change orders. Ted asked about the time frame to work on the roof. Neal responded that before winter is best; by November is fine. Dave felt that they would be able to complete the roof in a couple of weeks. Dave said that he would speak with Chris.

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The Committee reviewed the contract: \$1,909,851 for the Middle School, \$149,940 for the Police Station. George said that it could be counted as a total project. Dave stated that \$2,141,000 is the contract amount. Ted thinks the final cost cannot exceed 10% over the original quote. Dave inquired about how close the project was to being done. George responded that they're painting the windows and that's the end.

NORTHBRIDGE HIGH SCHOOL FIELDS

Dave updated the members and audience, stating that Rob did the topo survey on the soccer field. Now they can begin re-design and re-grading. Scott, seated in the audience, stated the lower fields are as good as any of the fields in town. Dave noted that we need to rejuvenate the turf. Scott continued that the fields are 4-1/2 or 5 inches in length, and if they are 2 inch cut and sufficiently watered, they are suitable for practice. He noted that the Middle School field has good turf. He said while Linwood is being rehabbed, it would be good enough for practice, though not optimal. He pointed out that we need space for kids to play. He suggested that each field have a budget. He advised that we buy fertilizer and slice seed this fall. It was pointed out that there is no Town appropriated budget. In the past the Commission contributed money for the fields. A safety fence was put up. Needs were prioritized and met. When school is not in session the fields are under the jurisdiction of Parks and Recreation. Neal pointed out that there was a \$370,000 court settlement.

A major consideration is the upper soccer field. Neal suggested that we use \$365,000 or \$370,000 to bring that field up to standard. He noted that we have an obligation to make the fields first class. George added that the better we make the fields, the less maintenance is needed. Dave stated that we also have to fix the recharge basin with those funds. Neal observed that when the field is wet, you're up to your ankles in water. He suggested doing some work on the high field and start working on the lower fields. He added that we should let the kids play on the fields until the weather gets bad. Scott suggested utilizing the upper fields while we begin work now on the lower fields. George proposed that we start work on the lower field now so that next spring we can start using it and more space is available in a shorter period of time. Ted agreed that the suggestion was reasonable and Scott felt that it was an excellent idea. Ted suggested that we arrange to do seeding and fertilizing. George noted that we have to check the irrigation lines and heads. Dave added that this plan gives us time to design and construct the upper fields next spring. George estimated that it would take \$44,000 to get started. Scott needs \$13,000 next week to purchase the fertilizer and slice seed the lower fields. George suggested using the slice seeder from the Highway Department. Bill made the motion seconded by Don to purchase enough fertilizer and seed not to exceed \$15,000. This motion was amended with an amount not to exceed \$20,000. Rob has a full size plan for soccer re-grading. Parks and Recreation noted that the fields are needed this fall. There was discussion about getting the infield fixed up and growing. The kids could practice on the other field. They will coordinate things with George. Ted proposed putting in an article at the Town Meeting to appropriate money for the soccer fields. Rob said we have an existing conditional survey. Rob is working with Heritage Design Group. The plan has test pits. Neal said you have to take turf off and stockpile. If you put it down it will become compost. Then take it off, bring in 6 inches of new screen loam, and hydro-seed. Neal emphasized that you have to do it right. He advised saving whatever you have. He spoke of using only plastic pipe. He noted that the field can slope at the end and that the whole field has to come down 18 inches. The Parks and Recreation Department will use the upper field this fall while the lower fields are slice seeded, fertilized and watered to get them ready for spring. Rob provided a new topographic plan that he helped survey, getting assistance from Heritage Design Group. He discussed the baseball and soccer fields at the high school mentioning base and diamond layout.

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He pointed out that you have to put in stakes before the bases are set and put in offsets. George added that you need steel pins and promised Rob that we will work with him. George said the number one priority is to get the fields laid out properly. Dave agreed that we could do it. Neal added, "as long as we have the instruments." Dave felt the work would only take a couple of hours. Neal suggested that we forget about the big field until spring, and get an engineer. Bridget Curley, Chairperson of Parks and Recs, seated in the audience, added that we need quotes. Scott stated that he could "tie it all together". George doesn't think MIAA will allow a game to take place, adding that for year 1 and 2 it's always a practice field. Neal made a motion to do nothing on the upper field until spring. George suggested putting in an article for the Town Meeting. He added, "Neal has a good idea to strip the field". Dave responded, "Don't strip and leave the field for winter - we have enough issues." Neal said, "We were trying to cut 2 feet in the middle and do it inexpensively." George suggested putting the John Deere up there. He added that the irrigation would be tested in a couple of weeks. Dave pointed out that the fields are on School Department property and that Parks and Recreation had jurisdiction in the summer. George agreed to provide keys to Parks and Recs, which needs to set up soccer nets and porter potties this weekend.

DWP Facility

Ted said that Dick had concerns and felt that it could be done on the Waste Water Treatment Plant site, campus style. Ted indicated that the Town might need to purchase more land. Three plans of land, including land across the street were discussed. Existing plans were dated 7/26/01. Dick Sasserville pointed out that over 6 years ago he and Neal studied the land. He added that the drawing predates the low treatment plant expansion. He added that they had looked at an area that might have potential. Neil said we have a building plan. Dick added that they delineated the wetlands. Neal colored in the wetlands. He pointed out that you have to identify how much space is available and added that it is a hill of sand and that we are trying to build when no money is available. The idea was to create a campus. Neal added that if you level the little hill you end up with a good size parking area. Neal wants Dick to make the decision. Neal suggested looking at the Uxbridge model, built for under \$1,000,000. In the study, the square footage was done. There would be minimal cost to grade due to the sand and gravel. Dick added that there would have to be a gated crossing near the railroad. Dave had a copy of the old study and said that there is 2,230 gross footage of administrative space. Within the highway section would be 4,000 square feet and a vehicle maintenance facility for a total of 9,000 square feet. One to three buildings are configured. A salt shed is needed. Dick noted the facilities should include a central fueling station. Fuel would be purchased for the Town. We have no bulk storage now, so all the town vehicles would get fuel from one station. Neal pointed out that in the study there was a cold storage facility for 35 trucks that might be too large. Dave suggested constructing the first building now. He pointed out that a survey was done 6 years ago. There is potential for extra land, 23 acres, due to the sale of the antenna farm for \$1,000,000. Dick pointed out that both sides could benefit. It might be difficult to put utilities under the railroad tracks. Neal said you'd have to cross wetlands and there is an intermittent stream. George suggested that you'd have access to D.P.W. coming from that side of the railroad tracks. He added that you'd need to purchase some land to have another egress. He said the road is wide enough for 2 vehicles. Dave pointed out that he studied the industrial park site years ago. A feasibility study was done. He noted that there is one section where the wetland comes up to the railroad. He added that from an economic perspective you could apply for a grant to have another access. Neal would provide a plan with 10, etc. Neal noted that identification flags were still there from C.D.M.'s plan when they were flagging the wetlands. The Committee discussed studies, schematic layouts, bubble diagrams indicating office space and number of bays, and a project budget. Dick said \$18,000 was left in the account from the sale

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of gravel that could only be used for the facility plan. The Town Meeting appropriated \$25,000 of which \$7,000 has been spent. Ted will copy the plan for the members.

FIRE DEPARTMENT

Regarding the Fire Department, the Chief and Ted went to Jolis. They looked at the area behind the present site to expand recycling. The goal was to propose that the parking lot behind the fire station be sold. The Chief said that Jolis wouldn't give up the property. There is another site on the other side of the fence; a gate would be placed there. The Chief was open to this proposal. The old school site is clean and parking would be on the fly ash area. If it's clean Ted might have a company come out to look at it for contamination. The Chief likes the site. Dave suggested coordinating the testing through B.P.C.C., spend a few thousand dollars and answer some questions. Neal mentioned the borings and pointed out that on the other side of the fence is water and fly ash. George recommended Dave Nachey, an excellent geotech engineer.

SKATE BOARD PARK

Regarding the skate boarding issue, Ted said he would re-check the quotes, adding that Arty McGowan can help. He noted that the area needs some asphalt. We could contract with Bevilacqua for the asphalt. It should cost \$10,000 for the asphalt. It's the old basketball court, 100 x 100 feet. It cost \$4,500 to do the vets building which is about the same size.

OWN HALL

On the Town Hall, Ted advised doing something with the door, which is not handicapped accessible. This requires ADA approval and would be a \$3,000 project. It was suggested that there be a card system for entry for security. It was further suggested that we get a price from Blackstone Lock for an electric door for handicapped accessibility and security.

Meeting adjourned at 9:00 P.M.

Respectfully submitted by Pamela Ferrara, Clerk

Pamela L. Ferrara

MINUTES

NORTHBRIDGE BUILDING, PLANNING AND CONSTRUCTION COMMITTEE

E: BUILDING, PLANNING AND CONSTRUCTION COMMITTEE MEETING

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08 JAN 28 AM 8:18

DATE: September 13, 2007

PLACE: Conference Room at the Town Hall

NORTHBRIDGE TOWN CLERK
DOREEN A. CEDRONE

PRESENT: Donald Lange, David Morrow, George Murray, William Ferguson, Town Manager
Theodore Kozak, and Clerk Pam Ferrara

Call to Order: Chairman David Morrow called the meeting to order at 7:00 P.M.

Approval of Minutes: Review of August 30th minutes. Don made the motion to accept the minutes and Bill seconded. Motion carried.

MIDDLE SCHOOL ROOF

Dave acknowledged receipt of Change Order No. 1 from Chris Musorofiti. It included the following proposals:

MDM Engineering - through wall flashing	\$26,025
S.O.M. Construction - gutters and downspouts,	28,473
S.O.M. Construction - rear windows	16,575
S.O.M. Construction - front windows,	9,870
M Construction - left side windows, and	1,325
S.O.M. Construction - right side windows.	675
Total	\$82,943

Noting that the Committee had already voted on the work, Dave signed 4 originals of the change order

George reported that the work is 80% complete. He added that more than 90% of the copper work is done and painting of the windows in the front is complete. He noted that the painting looks good. They will take down the staging next week. Estimated completion date is the end of October. George observed that even during the recent heavy rain there were no leaks in the roof system. He indicated that a change order or proposal change would be required to repair a leak in the sky lighting. He emphasized that the problem is due to a damaged seal on the skylight itself. He also noted that the Fire Department tested the fire alarms with favorable results.

FIELDS

Dave reiterated that we should have 3 quotes for repair work. George advised that a meter with a 4-inch valve will be installed. He said Wayne Plant has one in Providence and will invoice it. Early next week they will install the meter. Following that will be installation of the sprinkler system and seeding. D.P.W. will supply the slice seeder. George recommended seed that will stay dormant over the winter. Ted advised getting a price quote for the upper field work. Dave will put together a memo for Ted for the Town Meeting. Dave said that Rob, who was unable to attend tonight's meeting, would lay out the

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baseball diamonds. When Bruce Curley of Parks and Recreation asked about the plan for the upper field, Dave responded that the strategy would be to skim off a high point in the middle and re-grade the field, resulting in a "crown-like" appearance. Bruce agreed to obtain the seed and fertilizer and Dick Sasserville said that he would take care of its storage.

08 JAN 28 AM 8:18
NORTHBRIDGE TOWN CLERK
DOREEN A. CEDRONE

FIRE STATION ROOF

Ted said that he spoke with Heritage Design which agreed to send him information. Dave and Ted discussed how to proceed with the roof, given that there might not be enough money to continue. Dave offered to contact Chris to discuss the matter. George noted that the construction workers are waiting to hear from us. Dave added that the roof has been leaking for 10 years and that last year it shorted out the radio. He noted that the estimate for repairs was \$169,000. He added that if we start the process for procurement, it could take 2-1/2 years. He concluded that roof repair would be a good idea since we'd continue to use the building. He suggested that we finish with the survey and then plan and begin procurement for design. Someone in the audience suggested merging the police and fire stations, but it was not considered to be a viable option by the Committee.

DPW

Dick recalled that he had looked at the plans from 2001. Ted said that he and Dick viewed the National Grid building that Ted described as nice. Dick noted that the layout appeared to be backwards, with the warehouse in the front. Dick thought that the administrative area was nice. However, the company did want to rent out space. Ted noted that D.P.W. is the number 1 priority, adding that it is in bad shape. Ted said that we should schedule a meeting to do the plan. Dick responded that he had the plan and they could get together.

TOWN HALL

Dick said that last year there were a lot of problems with the boiler and that the heating system needs to be updated. Ted volunteered to try to follow up with Jack about an expert in the heating business.

OTHER BUSINESS

George brought up that he knows someone at the monument company who might be able to make something to put over the existing high school plaque. Dave added that the plaque was defective upon delivery.

Discussion turned to Aldrich School. Ted stated that as long as it doesn't undergo major reconstruction the Town could use it for governmental or educational purposes. He cautioned that it could not be rented to a business.

Meeting adjourned at 7:45 P.M.

Respectfully submitted by Pamela Ferrara, Clerk

Pamela L. Ferrara

MINUTES

NORTHBRIDGE BUILDING, PLANNING AND CONSTRUCTION COMMITTEE

E: BUILDING, PLANNING AND CONSTRUCTION COMMITTEE MEETING 18

RECEIVED
08 JAN 28 AM 6:18

OFF

DATE: September 27, 2007

PLACE: Selectmen's Room at the Town Hall

NORTHBRIDGE TOWN CLERK
DOREEN A. CEDRONE

PRESENT: Donald Lange, Neal Mitchell, David Morrow, George Murray, W. Robert Knapik, Town Manager Theodore Kozak, and Clerk Pam Ferrara

Call to Order: Chairman David Morrow called the meeting to order at 7:00 P.M.

Approval of Minutes: Review of August 30th minutes. Don made the motion to accept the minutes and Rob seconded. Pam agreed to correct the spelling of Neal's name. Motion carried.

MIDDLE SCHOOL ROOF

The roof on the Pleasant Street side caught fire which was ignited by a spark from the saw cutting. The Fire Department responded quickly. George said that the fire occurred at the masonry site and that the decking had to be replaced. He believes that insurance will cover the repairs.

George updated the Committee on the work progress. He said that all flats are complete. Most of the copper has been installed. The leaking skylight needs to be repaired. They are awaiting delivery of the windows and slate. Estimated completion date is the middle to end of October. They have started to clean up the site.

FIRE STATION

Chris communicated with Dave, informing him that to begin the project, a change order would be required since the Fire Station is a different location from the existing project sites. Dave indicated that the new roof could be installed by late November if the weather holds. He suggested, however, that it might be better to have the work done in the spring when there would be more time to perform the work. Neal advised that we have to bid out the design if the cost is between \$10,000 and \$25,000. Noting that money is available for the project, he added that funding should be included as an article in the Town Meeting. Dave said that Gale has the specs and is ready to start on the work. Gale would use the same products and details that it used on the other Town projects. Dave concluded that we shouldn't rush the project and that we should get a proposal from Gale. He felt that the roof would hold though the winter. Ted added that he is trying to get information on hazardous waste at the site.

FIELDS

George said that he was at the upper field. He noted that the valve let go, the step down transformer had to be replaced, and that a pipe needed repair. He said the sprinkler heads seemed to be functioning. George added that nothing has been done to the sprinkler system. He voiced concern to Scott McIntosh that the ground hardness might not be conducive to seed acceptance. George suggested that turning on the sprinklers might soften the ground. George told the Water Company to leave the meter. He said that Scott indicated that we might have to strip the ground and start over. The next step would be to put down more grass seed. George said that he would like to test the ground with a slice seeder. However, we're past the growing season for the seed. Neal noted that it doesn't make sense to seed and then make modifications. George added that the seed and fertilizer would have to be stored.

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Dave recommended aerating rather than harrowing the soil. Neal also felt that harrowing was a waste of time. George said that we're trying to use Town personnel to cut costs. Neal noted that there is a swale, which, if filled in, could increase the size of the field.

NORTHBRIDGE TOWN CLERK
DOREEN A. CEDRONE

Dave added that we would need some bids from contractors. Rob noted that we would need to finish the design before we could get bids. He added that when a vote is taken to have services performed, he would abstain since Prolawn is his client.

George said that the infield hasn't been laid out yet. Neal noted that some of the soccer fields are marginal. George felt that by Monday or Tuesday they would know how to proceed. Ted suggested that the Committee give permission for George to proceed when he has the needed information. Dave said that George could call the Committee if he needed an opinion. When Ted asked George about providing keys, George noted that for security reasons, required keys could be made at Blackstone Valley Lock.

Ted mentioned the retention basin and pond for inclusion as an article in the Town Meeting.

DPW FACILITY STUDY

The Committee agreed to meet at the Facility on Monday, October 1st at 4:30 P.M. in front of the main building at the wastewater treatment plant. Pam was asked to email reminders of the meeting to the Committee members.

Neal encouraged Ted to visit the D.P.W. in Uxbridge. Rob asked if it would be feasible to recycle steel from buildings. Dave responded that for practicality it wasn't a good idea.

TOWN HALL

Ted noted that the heat in the building isn't bad; it's just that the system is old. The issue of security was discussed. Ted offered to speak with Jack Davis' company on security.

OTHER BUSINESS

Rob pointed out that Tom Matson wrote an article for the Tribune that included an update on what the B.P.C.C. has been doing. He noted that the article presented a positive view of the B.P.C.C.

Neil made a motion to adjourn, Don seconded, and motion carried to adjourned at 7:50 P.M.

Respectfully submitted by Pamela Ferrara, Clerk

Pamela L. Ferrara

MINUTES

NORTHBRIDGE BUILDING, PLANNING AND CONSTRUCTION COMMITTEE

RE: BUILDING, PLANNING AND CONSTRUCTION COMMITTEE MEETING

DATE: October 18, 2007

PLACE: Selectmen's Room at the Town Hall

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07 NOV 13 AM 8:34

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NORTHBRIDGE TOWN CLERK
Doreen DeDrone

PRESENT: Donald Lange, David Morrow, W. Robert Knapik, William Ferguson, Town Manager Theodore Kozak, and Clerk Pam Ferrara. Also present: George Murray.

Call to Order: Chairman David Morrow called the meeting to order at 7:00 P.M.

Discussion: David Morrow presented the following invoices. The Committee unanimously approved the bills for payment:

1) S.O.M. Construction – Police Station Roof, App. For Payment No. 2.	\$ 7,097.00
2) Gale Associates - Middle School Roof, Professional Services	\$ 2,998.99
3) Gale Associates - Middle School Roof, Field Monitoring & Masonry Renov.	\$16,480.00
4) Gale Associates - Middle School, Meeting Attendance, Review Requisitions	\$ 3,247.81
5) Gale Associates - Middle School Roof, Field Monitoring & Masonry Renov.	\$14,855.00
6) Pro Lawn Supply, Inc. – Northbridge High School Athletic Fields Repairs	\$ 5,659.00
7) Whitinsville Water Co. – Replace broken valve at Northbridge H.S. Field	\$ 613.00
8) Whitinsville Water Co. – Repair leak outside meter Northbridge H.S.	\$ 42.00

Rob abstained from voting for the Pro Lawn Supply, Inc. invoice since Pro Lawn Supply, Inc. is his client and it would have represented a conflict of interest to vote on this issue.

MIDDLE SCHOOL ROOF

The Committee discussed a letter from Gale dated October 10, 2007 with a requisition for Payment No. Three in the amount of \$614,905.25. The letter affirmed that the remaining balance to finish the project after Payment No. Three would be \$99,640.00. Gale recommended that Northbridge process the payment but not issue the check until all parties have confirmed that the remaining slate shingles and dormer windows have been installed. Based on Gale's letter, the Committee voted unanimously to process the payment but put a hold on the check until the Committee could validate completion of the project.

George Murray verified that the slate was done and that work is proceeding on the metal roof and trim. The workers are waiting for the windows delivered.

FIRE STATION

The Committee discussed a proposal dated October 5, 2007 provided by Gale Associates, Inc. for engineering services relating to roof replacement at the Northbridge Fire Station. The proposal detailed three phases, Phase 1 being for design services at a cost of \$7,500.00. The Committee voted unanimously for Gale to proceed with the design as outlined in the proposal. The Committee concurred that the project would be designed and bid in the winter and construction would begin in the spring of 2008.

Dave said that he has a footprint for a fire station containing 5 bays.

Minutes

October 18, 2007

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FIELDS

George reported that the kids have been playing Pop Warner football at the fields. He said that Scott believes that fertilizer will help the turf. George suggested setting the field on fire to burn off the scrub which might help the soil. He added that it is time to winterize the fields and that the recent good weather will help in this regard. Don suggested that we get quotes on the soccer field. Dave said McManus Construction might bid on the job and that he would ask them for good pricing. Dave advised minimizing the site work.

Ted said that he is trying to get Certified Free Cash to provide financial help for the fields. Warrant Article 1 of the Annual Town Meeting scheduled for October 23rd is included in part to see if the Town will vote to provide free cash for the high school fields.

DPW FACILITY STUDY

The Committee walked the site on Tuesday, October 2nd. Dave noted that a survey was previously completed in which the wetland flags were located and a detailed topo was provided. Rob said that he would check on it and request a proposal to finish it.

Ted said that there could be a liability issue and that we should have an engineer check on potential contamination.

OTHER BUSINESS

Ted noted that Neal Mitchell tendered his resignation from the B.P.C.C.

Ted said that he would start working on capital planning after the budget is done.

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Motion was made, seconded, and carried to adjourn at 7:50 P.M.

Pamela L. Ferrara

Respectfully submitted by Pamela Ferrara, Clerk

MINUTES

NORTHBRIDGE BUILDING, PLANNING AND CONSTRUCTION COMMITTEE

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08 JAN 28 AM 8:18
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RE: BUILDING, PLANNING AND CONSTRUCTION COMMITTEE MEETING

DATE: November 8, 2007

PLACE: Conference Room at the Town Hall

NORTHBRIDGE TOWN CLERK
DOREEN A. CEDRONE

PRESENT: Donald Lange, David Morrow, W. Robert Knapik, William Ferguson, Town Manager Theodore Kozak, and Clerk Pam Ferrara. Also present: George Murray.

Call to Order: Chairman David Morrow called the meeting to order at 7:00 P.M.

Discussion: The Committee reviewed the minutes from the previous meeting on October 18, 2007. Two corrections need to be made: change George Mitchell to George Murray and include Bill Ferguson as present at the meeting. The Committee voted unanimously to accept the minutes with the amended wording.

MIDDLE SCHOOL /POLICE STATION ROOF PROJECTS

George Murray brought the Committee up to date on the Middle School roof. The slate is complete and the trim is being done. The rest is a punch list that includes ornamental work. It was anticipated that the work would be finished soon, possibly by the end of the week. There were some minor damages during the Middle School work. The Committee anticipated that it could work out the repairs with Chris.

FIELDS

Dave noted that we have to apply to the E.P.A. to obtain a ground water withdrawal permit. George said that he spoke with Carol Johnson. Carol had said that the pumps would have to continuously run. George concluded that we need at least 3 wells and a storage tank with the capacity to hold 10 – 20 gallons of water. George felt that it would be cheaper to run the water up there. He added that when the sprinkler system was used the water bill was \$28,000. He figured there would be 7-10 heads per zone and water usage of 500+ gallons per minute. Dave suggested looking in the files to find the report from Carol Johnson. Don noted that the School Committee had discussed the need to start watering the fields and that one of the members suggested placing wells there. Bill said that there is 30 minutes of run time when the tanks are filled. Dave estimated a cost of \$20,000 for the pumps and well drilling. George noted that the sprinkler system was blown out twice. He said that we would need to slice seed so that people can still play at the fields. George added that he hopes that we can get to the fields before spring to burn the thatch. Ted told the Committee that we obtained the Certified Free Cash at the Town Meeting for the fields. George said that Zeb had a lot of good ideas from his golf course experience. Ted suggested consulting Zeb. Dave pointed out the need to finalize the design. Rob said that he completed the design and would like someone to check it. Dave suggested that the Committee members meet for about an hour to review the design. Bill advised that the MIAA would perform a review of the fields and Dave added that we should make sure that we meet their standards. Dave pointed out that if the soil needs work it could be a problem as it has been in the past.

FIRE STATION PROJECT STUDY

Dave noted that the Committee provided authorization to Chris to begin the Fire Station project. He said that he would check with Chris on the status of the design. Ted said that he would also provide follow up for the project. Ted has a plan of land for the Fire Station that the Committee reviewed. The Committee

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discussed the protocol to determine whether the site could be used for the building. Ted said that he would have the land tested. Dave suggested getting 3 test bids with a cost of under \$5,000. The Committee discussed how it might deal with the existence of debris on the site. Rob cautioned that the land would need to be researched.

NORTHBRIDGE TOWN CLERK
DOREEN A. CEDRONE**DPW FACILITY STUDY**

Dave said that Dick mentioned that money is available for the project. Ted noted that Certified Free Cash might be used in financing the project. The Committee discussed the design of the project. Ted said that he would call Norman to resurrect the existing plans

Ted said that there could be a liability issue and that we should have an engineer check on potential contamination.

TOWN HALL

Ted has been working on getting quotes for the front door. He anticipates that Blackstone Lock will give us a quote.

OTHER BUSINESS

Discussion continued as to whether the Town should sell or keep Aldrich School and how might be used. Since the Building Department is cramped, one idea was to move that Department to Aldrich. Dave said that we have a report from McGuire of the cost to renovate the School. Ted voiced concern about the floor limitation. Dave said if the building were to be sold privately it would be less costly to renovate. He added that the building would have to be brought up to code and made earthquake proof. He mentioned the possibility of having a public/private partnership regarding ownership of the school. A private entity could buy the property and lease it back to the Town. Dave said that we have to obtain a study for Aldrich School.

Ted spoke about getting recommendations from department heads and prioritizing of capital projects. He said if there is an override next year there might be a 1 time capital exclusion for 3 years of projects.

The Committee discussed the need to fill 2 vacant positions on the Committee.

Dave Morrow presented the following invoices. The Committee unanimously approved the bills for payment:

- | | |
|--|-------------|
| 1) Gale Associates - Middle School Roof, Field Monitoring , & Masonry Renov. | \$ 8,415.00 |
| 2) Gale Associates - Middle School Roof, Attend Meetings, Review Reqs., etc. | \$ 1,620.00 |
| 4) Gale Associates - Police Station, Professional Services | \$ 250.00 |

Motion was made, seconded, and carried to adjourn at 7:50 P.M.

Respectfully submitted by Pamela Ferrara, Clerk

Pamela L. Ferrara