



Town of Wilmington

Town Hall/ School Administration Building Committee
121 Glen Road Wilmington, 01887

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TOWN OF WILMINGTON, MA

Meeting Minutes

December 13, 2023

Co-Chair Paul Melaragni called the meeting to order at 6:00 pm.

Members present, Diane M. Allan, Kevin Caira, Jack Holloway, Jesse Fennelly, John Doherty, Stephen Turner, Jesse Fennelly, and Paul Ruggiero.

Present Virtually: George Hooper II

Also present: Temporary Town Manager Louis Cimaglia IV, Anthony Serrano of Consigli, Phil O'Brien of Johnson and Roberts, and OPM Dan Pallotta.

APPROVAL OF MUNITES FROM OCTOBER 4, 2023

Ms. Allan noted that the incorrect firm was mentioned in the minutes and another minor spelling error.

Mr. Melaragni entertained a motion to accept the minutes from October 4, 2023 as amended. Motion made by Diane Allan, seconded by Stephen Turner, and voted to approve the minutes of October 4th, 2023, as amended.

John Doherty abstained from the vote.

STATUS UPDATE WITH OPM, DESIGNER AND CONSTRUCTION MANAGER.

Mr. Pallotta confirmed that filed sub bids are to begin in January, Consigli will then finalize their GMP, and the contract for the construction will be executed. The project received a tremendous response for the prequalifications. Mr. Serrano added that the good turn could be accredited to Consigli being the CM for the project. Mr. Serrano also added that such interest leads to competitive pricing. Mr. Pallotta added that filed sub-bids should be received in the end of February, which puts the project right on target.

Ms. Allan asked Mr. O'Brien for clarification if he did meet with Planning and Conservation Director Valerie Gingrich regarding wetlands. Mr. O'Brien informed the committee that they had met informally, but should be on their agenda for their January 3rd, 2024, meeting. The plans and application have been submitted to the department.

Mr. Ruggiero excused himself from the meeting.

REVIEW OF PREPURCHASE ITEMS WITH CM WITH POSSIBLE VOTE FOR APPROVAL

Mr. Pallotta stated that it was asked of the committee in October to preapprove the purchase items to avoid issues with the supply chain. Items included the switch gear, elevator, and the generator for the building. The elevator had just been prequalified and will be voted on, however the generator and switch gear had already been bid. If it needs to be canceled, costs would be minimal. Mr. Pallotta asked the committee to vote to release the generator and switch gear tonight, to get ahead on the project. Mr. Serrano shared a PowerPoint presentation to the committee, going into detail about the products in question. It was emphasized that it would take a year to 58 weeks to get such products. Mr. Doherty asked the difference between the products.

Mr. Pallotta noted that it was different brand names, and they both were spec-compliant. Mr. Serrano added that the generator would be Cummings or Craft Power. Cummings is the lower-cost provider for this project.

Mr. Melaragni entertained a motion to accept the prepurchase of the switch gear and generator, Motion made by George Hooper, seconded by John Doherty, and voted to approve the prepurchase of the switch gear and generator.

Mr. O'Brien continued the presentation, detailing the site plan and entrances to the buildings with additional signage. Mr. Pallotta added that he didn't agree with the additional signage and would prefer to keep just one sign on Middlesex Avenue. Mr. O'Brien also refreshed the committee on moving existing signage, which had been previously discussed. Mr. Ruggiero suggested having a conversation of signage relocation with the School Department. Mr. O'Brien continued his presentation with further options for signage. The committee discussed options such as fonts, digital vs. non-digital, matching existing signage within the town, and the advantages and disadvantages of having one or more signs. It was decided that the signage would be determined once all options were priced out.

The committee consented to one sign on Middlesex Avenue and to relocate the existing "W" sign. The relocation of the "W" sign will be determined.

DISCUSSION AND SELECTION OF PREQUALIFICATION SUB-COMMITTEE

Mr. Pallotta informed the committee that it was necessary to participate in a selection committee. He then asked that members who previously participated in the subcommittee for the Senior Center volunteer for this.

Mr. Melaragni entertained a motion to appoint Mr. Melaragni, and George Hooper as part of the Prequalification Sub-Committee, Motion made by Kevin Caira, seconded by John Doherty, and voted to approve the to appoint Mr. Melaragni, and George Hooper as part of the Prequalification Sub-Committee.

Mr. Pallotta informed the committee that the sub-committee would consist of himself, Phil O'Brien, Paul Melaragni, and George Hooper.

UPCOMING MEETINGS

Mr. Pallotta advised the committee that the dates of upcoming meetings should be decided after budget reconciliations. Mr. Pallotta added that the next meeting date should be decided by the chair on the basis of the importance of the meeting.

PUBLIC COMMENTS

Kevin McDonald asked the committee the specify the difference of the bidding process between the Town Hall/ School Administration Building and the Senior Center. Mr. Pallotta noted that the committee decided to choose Chapter 149A – CM at Risk process for this project, as the Senior Center was chosen for Chapter 149. Mr. Melaragni informed Mr. McDonald that the difference between the two methods had been previously discussed, documented in recordings and in minutes.

Mr. McDonald questioned various aspects of the drainage and how they would affect Swain Green. He also asked that the High School Construction and being on a forced main for sewerage be discussed. He also asked that the water table and the construction of the new Town Hall/ School administration Building be discussed. Mr. Pallotta informed Mr. McDonald that geotechnical surveys were completed concerning the groundwater

level. Mr. Pallotta noted that the High School force main because gravity couldn't reach where the sewer line ends. The new Town Hall/ School Administration Building will also be on a forced main for this reason.

Mr. McDonald had a multitude of questions including the drainage from the new building, potentially into existing waterways. Mr. Melaragni referred Mr. McDonald to upcoming Planning and Conservation meetings for details regarding his concerns.

George Allan added that it was important that the town hired professional contractors and engineers, and there would be no surprises. As a member of the water and sewer commission, any concerns aforementioned would be addressed.

ADJOURN

Motion to adjourn was made by John Doherty, seconded by Diane Allan, and voted upon unanimously that the Town Hall/ School Administration Building Committee adjourn.

Meeting adjourned at 7:17 pm

Respectfully submitted,

Thomas F. Donahue

Recording Secretary

