



Town of Wilmington

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

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TOWN OF WILMINGTON, MA

Town Hall/ School Administration Building Committee Meeting Minutes May 3, 2023

Chairman George W. Hooper II called the meeting to order at 6:04 pm.

Members present: Diane M. Allan (remotely), Jack Holloway, Paul Ruggiero, Paul Melaragni, Steve Turner, Phil O'Brien, and Glenn Brand

Absent: Kevin Caira, John Doherty, Jesse Fennelly

Also present: Town Manager Jeffrey M. Hull, Assistant Town Manager Susan L. Inman, and OPM Dan Pallotta.

APPROVAL OF MUNITES FROM APRIL 5, 2023

Mr. Hooper entertained a motion to accept the minutes from April 5, 2023; Ms. Allan requested that the minutes be revised to correct the spelling of her name. Ms. Allan also requested clarification regarding the stretch code mentioned at the previous meeting. Mr. Pallotta stated that the stretch code, at one point in time was a local option regarding energy usage and efficiency and added that Mr. Puniello, at the previous meeting, stated that the state's new 0 Carbon goals would make it difficult to replace a gas heating system further down the road. Mr. Pallotta noted that a gas heating system would be in compliance until Commonwealth adopted further tightening of the use of fossil fuels. Mr. Hooper entertained a motion to accept the minutes as amended, seconded by Paul Melaragni. It was voted by roll call to accept the minutes from April 5, 2023, as amended. Mr. Hooper and Mr. O'Brien agreed to discuss the first-floor interior elevations after the update on the discussions of HVAC systems.

UPDATE ON DISCUSSIONS ON HVAC SYSTEMS

Mr. O'Brien introduced Keith Lane of GGD Consulting Engineers, Inc. Mr. Lane explained that the analysis of systems had been previously covered with Mr. Puniello, deciding that the all-electric VRF system to be the most efficient, and at the previous meeting, additional alternate options had been requested. Mr. Lane explained that alternate option 3A consisted of a VRF heat pump system with back-up high-efficiency gas boiler system. Over a 30-year life cycle options 3 and 3A have similar and instant paybacks. Option 3A would require a smaller generator to power the building during power outages.

Mr. Hooper asked Mr. O'Brien and Mr. Lane what was needed from the Committee. Mr. O'Brien added that if the Committee would like to choose the Gas-Powered Back-up System it would make a significant change and he would prefer the Committee to make that decision during the meeting. The location of the gas lines were stated by Mr. Hull and confirmed by Mr. Hooper. Mr. Pallotta added that he would like to see a vote from the Committee tonight for option 3A with the alternative of option 3. Mr. Pallotta explained that having option 3 voted as a backup would prevent delays if the Gas company would not allow a hookup. Mr. Hull noted that the Committee should be mindful that choosing such options would exclude the building from being an Emergency Shelter in the event of Power Outages. Diane Allan requested confirmation that the Committee

would be voting on option 3 and 3A. Mr. Pallotta clarified that the Committee would be voting on option 3 or 3A, 3A being a gas-fired option.

Mr. Hooper entertained a motion, Mr. Holloway made a motion to choose option 3A, seconded by Paul Melaragni. Mr. O'Brien suggested a discussion. Mr. Pallotta emphasized the importance of voting for option 3A with the option of option 3, which would allow a backup if the Gas company would not allow a hook-up for the building. Mr. Hooper made a motion to vote for option 3A with option 3 as a backup. It was voted unanimously to choose option 3A with option 3 as a backup.

DISCUSSION WITH THE DESIGNER ON FIRST FLOOR INTERIOR ELEVATIONS

Architect Phil O'Brien presented a 3D walkthrough of the first floor to the Committee. The walkthrough started with the entryway, which included previously discussed screens for postings. Mr. O'Brien pointed out finishes such as slate flooring through the hallways and chair rails throughout. Ms. Allan asked if there would be carpeting in the offices. Mr. O'Brien clarified that there would be hardwearing flooring in high-traffic areas and carpeting in the offices. Mr. O'Brien showed the Committee the meeting spaces, which included high ceilings and windows. Back in the hallway, Mr. Hooper asked why the stairwell was blocked off. Mr. O'Brien noted that the stairwell being blocked off would be a fire code requirement.

The size of the Select Board Meeting Room was questioned. Mr. Pallotta explained that the room depicted was actually larger than the room currently used for the Select Board meetings and that the height of the room in the presentation made the room look smaller.

Ms. Allan asked if there was a vestibule for visitors to wait for rides during inclement weather. Mr. O'Brien showed the entryway to the Committee, pointing out the overhang and various areas for people to wait. Ms. Allan asked if the overhang could be changed to an a-frame style. Mr. O'Brien noted that the a-frame style would not be practical due to water run-off. Ms. Allan complimented the designs but asked Mr. O'Brien if he would really want to do just a chair rail in the building instead of wainscoting. Mr. O'Brien clarified again that wainscoting is expensive and not in the budget.

UPDATE ON THE PROGRESS WITH CMR

Mr. Pallotta informed the Committee that the notice of award should be out tomorrow. Consigli will be contracted for this service. Mr. Pallotta noted that interactions with Consigli had been good and he sees the project as having a really good team. A GMP will be generated after filed sub-bids are received in February. Mr. Pallotta noted that prior to February, prepurchases will be requested to avoid supply chain issues and associated delays. Ms. Allan requested that an informational session be held with neighbors prior to the start of construction.

UPCOMING MEETINGS

Mr. Hooper stated that the next meeting would take place on Wednesday, June 7, 2023.

PUBLIC COMMENTS

There were no public comments.

ADJOURN

Motion to adjourn was made by Jack Holloway, Seconded by Paul Melaragni, and voted upon unanimously that the Town Hall/ School Administration Building Committee adjourn.

The meeting adjourned at 7:40 pm

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Tom Donahue", is written over a horizontal line.

Thomas F. Donahue
Recording Secretary