**MEETING MINUTES**

Permanent Municipal Building Committee (PMBC)

Tuesday, September 26, 2023, 7:00 p.m.

Place – Town Building

Attendees:

PMBC Members: Patrick Rowe, Eric Sheffels, Mike Gitten, Andrew Steneri

COA/CC: Bill Sterling

Ex Officio: Ben Keefe

Guests: Susan Jason, Kim Treacy

**Call to Order **

Patrick Rowe called the meeting to order and stated that the meeting is being recorded by WayCAM and will be shown later.

**Public Comment**

Ben summarized an email from Carole Plumb. He stated that the two items she requested, as builts and a punch list for the Loker Field, have not yet been completed. A project summary is planned.

**Update on Loker Recreation Grass Field project.**

Ben reported that the contractor is working on the washout areas and expects to finish the clean-up next week. Installation of the ball nets and handrails are to be completed. Next week is the anticipated sign-off. Members reviewed the financial status report. Ben highlighted the addition of the security cameras with an estimate of $30,000-$35,000, which is within the budget. It will be a live feed to the Police Department. There are no lights yet as Eversource has not made the connection.

Susan Jason reported the closure report was filed. A public meeting was held on September 13th. The comment period has been extended to October 14th. The Mass DEP responded with a letter that had no issues with the permanent solution statement. The letter did request additional assessment outside the project. Members determined this issue did not affect the current project.

**Update on Community Center/COA**

Kim Treacy stated that the Planning Board signed off on the site plans on September 13th. Raytheon's LSP has the plans for review and Kim anticipates comments from the LSP in a week. The Conservation Commission approval has been received. An energy consultant, Bruce Harley?, was hired.

Kim stated the budget had increased by $1.5 million from last year. Much discussion ensued on how to proceed with this significant increase until Bill Sterling informed the PMBC members that the Select Board has committed a $1 million grant from 20 Wayland to the project that the Board was unaware of. Add alternatives were discussed. November 3rd at 9:00 a.m. was scheduled to review the bid documents, after which the Board will make recommendations to the Select Board.

**Update on Stone's Bridge**

Ben reported bids came in over budget. He stated all 3 environmental permits have expired. Members discussed options.

**Update on High School Field**

Ben hired a third party engineer. The engineer reported that when the field is half filled with water and there is a heavy rainfall, stasis occurs, preventing the water from draining. Weston & Sampson is exploring other options. The small screen has been removed. Ben ordered a larger screen. Members discussed the importance of maintenance. There is a working group that meets every week that includes the Town Manager, Conservation Commission, School Board and Ben.

**Draft Annual Report**

Members requested that qualitative statements be added. Ben will incorporate feedback and send out the revised Annual Report for final approval.

**Approval of Minutes**

Eric Sheffels moved to approve the July 6, 2023 minutes, seconded by Andrew Steneri and approved with a vote of 4-0-0.

Eric Sheffels moved to approve the August 29, 2023 minutes, seconded by Brian Chase and approved by a vote of 4-0-0.

**Members Concerns**

None

**Other Business Not Anticipated 48 Hours before the Meeting**

Ben announced he has an administrative assistant.

**Adjourn**

Brian Chase moved to adjourn the meeting, seconded by Andrew Steneri, and approved by a vote of

 4-0-0.

**Attachments**

Loker Field Financial Status Report

City Point Documents

Stone's Bridge bid documents