

**Town of Newbury
Municipal Building Committee/Town Hall Building**

MEETING MINUTES

DATE: February 22~~10~~, 2023

Present: Bob Connors (BC), John Kellar (JK), Dana Packer (DP), Martha Taylor (MT)

Absent: Eric Svahn (ES)

Bob Connors opened the meeting at 7:32~~2~~ a.m.

Municipal Building Committee Charge

A committee, consisting of 3 voting members, ~~(Bob Connors, Eric Svahn and John Kellar)~~ and 2 advisory members ~~(Martha Taylor and Dana Packer)~~ will be ~~be/have been~~ appointed to work with architects and OPMs to deliver plans for and construction of a Town Hall that meets the needs of the Town of Newbury and will address the projected growth of same over the next 30 years. The committee shall coordinate all bidding and construction with the Chief Procurement Officer of the Town. No expenditure of funds shall be permitted without the approval of the Town Accountant and Chief Financial Officer. The Committee shall conform to all Open Meeting Law and Public Record Law requirements.

The Committee shall meet regularly and shall provide the Select Board with periodic updates. ~~The Meeting is held via Zoom and Roll Calls are performed for voting.~~

The February 06~~10~~, 2023 Open Meeting of the Newbury Municipal Building Committee (MBC) was conducted remotely in accordance with Chapter 107 of the Acts of 2022, which extends the Governor's March 12, 2020 "Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A § 20," until March 31, 2023. This Order suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible *physical* location and allows public bodies to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting. B. Connors stated at the beginning of the meeting that the MBC was convening by video conference via Zoom, as posted on the MBC's agenda, and that each vote taken in the meeting would be conducted by roll call vote.

1. Tab 1: Meeting Minutes from February~~December~~ 06~~3~~, 202~~3~~

Meeting Minutes from the February 06~~5~~, 2022 meeting were reviewed.

The meeting minutes were unanimously approved ~~without further discussion.~~

2. Tab 2: OPM RFQ

Final review with Procurement, MT and TB is complete. The RFP is ready to forward to Project Dog for advertising.

~~Reviewed a communication from Jon Lemieux, Executive Vice President of the Vertex Companies, saying that Vertex is not available for this project. With that we will proceed with issuing an RFQ for an OPM. Next steps will be to have the current draft reviewed and finalized by MT, TB Tracy Blais (TB)/Procurement, and Procurement Town Counsel, then sent back to the committee.~~

Commented [PB1]: Just my own feeling, but I still think there should be something indicating who the three voting members are and who the two advisory members are, so there is no confusion. Not quite sure how best to do that.

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Commented [PB2]: This is noted in the paragraph below, so I think it can be deleted here....

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~~"ProjectDdog" (your central location for all online procurement needs) was discussed for use in the procurement process of the OPM.~~

3. Tab 3: Context (Architect) Layout/PlanContract,

Context presented a new layout to accommodate some of the recommendations from the committee as well as MT and TB's recent review and comment. With these modifications, the 1st and 2nd level area is 10,110 SF along with the attic area of 4,395 sf. for a total of 14,505 sf.

~~Context has received their contract addendumThe contract amendment with Context has been executed.~~

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~~Jeff Shaw (JS) indicated he would be updating the plan/design based on refined program from MT and TB and the square footage parameters provided by BC at the meeting.~~

~~He will prepare an updated schedule for the next meeting~~

~~We all agreed that we could go to bi-weekly meetings and even weekly when necessary.~~

3.4. Tab 4: Test PitsProposed Schedule

~~Test pits were dug in December in three locations on the High Street property. There were no surprises as marine clay was unearthed which will likely require foundation stabilization.No changes to the proposed schedule~~

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5. Tab 5: Soil Borings,

The final report boring from MacPhail Engineering has been received by the Town of Newbury from Context.

~~TGN Procurement has issued a Purchase Order to New England Borings to proceed with soil borings at the High Street site. Borings will take place Thursday, January 12th. A Geotechnical Field Engineer or Representative will be on site to observe the activity.~~

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Citizens Comments:

~~Bill Dimaio: Bill wanted to say how grateful he was that this building committee team was working on the Town Hall project after the results the same team produced with the police station.~~

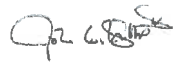
On a motion made by J. Kellar and seconded by EB. SvahnConnors, the meeting was adjourned at 9:44 a.m.

NEXT MEETINGS: ~~Thursday, January 26, 2023, 7:30 AM~~
Wednesday, March 01, 2023, 7:30 AM

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Town of Newbury, Municipal Building (Town Hall Building) Committee
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Respectfully submitted,

A handwritten signature in black ink, appearing to read "John W. Kellar, III".

John W. Kellar, III, TON/MBC Clerk