

Oak Bluffs Affordable Housing Committee

10.14.08 @ 9am - Town Hall Meeting Room

Members present: Chairman Ron DiOrio, Brian Hughes, Harvey Beth, John Bradford,
James Westervelt(recorder)

Guests: Town Administrator Michael Dutton, Architect Doug Ulwick

Minutes of 10.30.08 were read and accepted, 4 in favor 1 abstained.

Item: 6 Wing Road

Pat Manning reported to Ron that the IAHT is not moving forward with their plan for 6 Wing Road. They are staying away from any projects in Oak Bluffs at this time.

Item: Old Library Project

Michael Dutton, Brian Hughes, and Doug Ulwick met and reviewed Doug's contract proposal. Michael and Brian expressed concern over the high cost of pre-construction plans. Doug was asked to review and explain his findings to the committee. **Doug** discussed the prices he had for

- site engineering \$4,500
- structural engineering-\$27,000
- HVAC-\$20,185
- electrical engineering -\$9,000
- cost estimating-\$3,565
- architect-\$84,000

Doug said that off island engineers charge \$1,000 per site visit. He explained that what he has done up to now was design development and outlined specifications. He said his fee of \$84,000 covers:

- work drawing
- specifications
- bid documents
- bidding supervision
- shop drawing review
- construction reviews
- application for payment
- 560hours X \$150/hour = \$84,000
- Total for the proposed contract from Doug Ulwick \$148,750.

Michael Dutton asked if Doug would act as construction manager. **Doug** said no, his function was as "architect of the plans", to set meetings with primary contractors to meet his design, not as an acting manager. **Ron DiOrio** asked if his fee of \$84,000 was hard and fast, could it go up or down. **Doug** said if there are change orders his fee would increase. His rate is \$150 per hour. **Michael Dutton** thought if Doug could step up and "manage" so to speak, it would save the town dollars in hiring a clerk of the works or constructions manager. The town could use officials of the building and highway departments to oversee construction. **Ron** asked for an explanation of each the functions of site engineering, structural engineering etc. **Doug explained.** **Harvey** suggested that Doug speak to Philippe Jordi and David Vigneault who both have experience in hiring on island contractors. **Michael** asked why we need engineers; why not just hire the contractors ourselves? **Doug** said the State would not let the town do a "design build" project; we need engineered specifications for contractors to bid on. The contractors also must be pre-qualified by DHCD. **John** asked how one gets pre-qualified and are there many on island. **Harvey** again mentioned Philippe and David as a resource for pre-qualified contractors. **Michael Dutton** mentioned that contractor John Johns was in to see him and Michael suggested he get pre-qualified if interested in the work. **Harvey** asked Doug what the going percentage was for architecture and engineering specifications for projects like ours. Doug said usually 10%-12% is the normal range but since this is an island project it's more like 15% of the total. **Harvey** expressed concern over the high cost and that more oversight is needed. **All on the committee expressed their concern on the costs as proposed.** **Ron asked Michael and Brian to meet again with Doug and see if some negotiating down is possible.** It was noted that when we get the contract from the state there would be a

time line of 13months. Meaning we then have 13 months to get the project completed. We need to act quickly when that happens; we need to get RFPs, construction documents and schedule etc. in order.

Item: Affordable Housing Trust

Ron said as Chairman of the BOS he is trying to avoid holding a town meeting in the near future. There may have to be a town meeting if the town considers joining a newly formed refuse district. This was brought up in regards to the committees' recent discussions on establishing an Oak Bluffs Affordable Housing Trust Fund. **The committee** discussed the pros and cons of acting on it at a special town meeting or waiting for the annual town meeting. **It was decided to wait at this time and revisit this during the winter with the goal of introducing a warrant article at the annual town meeting.**

Item: CPA application

Previously, the committee discussed applying to the Community Preservation Committee for additional funds to complete the old library project. **Ron** showed the committee an application to submit to the CPC for \$224,000. This, if approved, will be added to last years approved amount of \$226,000 giving us \$550,000 from CPA and \$443,654 from the state grant totaling \$993,654. **Motion made by Brain seconded by John to submit the application to the CPC. Motion passed, 5 to 0.**

Item: Southern Woodland

There has not been any word from town counsel regarding the "doughnut hole" in the Southern Woodlands. **Michael Dutton** said Attorney Coppolla is the key tax-taking attorney working on the problem. **Michael** said that the "doughnut hole" problem is complex and requires negotiating with the Department of Revenue because taking the land would impose a tax liability to the town budget in excess of \$1,000,000.

Meeting Adjourned 9:55

Next meeting 10.23.08 @ 9am