



Daedalus Projects
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MEETING MINUTES

Project: Leominster Police Station Leominster, MA	Meeting Date: July 23, 2020
Time: 8:00 AM	Meeting Location: Remote (Virtual)
Meeting: Police Station Building Committee #10	Report By: Megan McCallon
Attending: Greg Chapdelaine, City of Leominster Wendy Wiiks, Mayor's Office Patrick McCarty, Volunteer Mark Amico, Police Dan Proietti, Police Jim Whitney, Volunteer Kelley Gammell, Police Dan Contois, Police Henry Frye James Marois, Police	Mayor Mazzarella Claire Freda, Councilor Chief Aaron Kennedy, Police Brett Thompson, Police Megan McCallon, DPI Christina Opper, DPI Amy Moro, KBA Kevin Witzell, KBA Todd Costa, KBA Katrina Hay KBA

Absent:

Item	Action
10-1 The Meeting was called to order.	
10-2 OPM Update: <ul style="list-style-type: none"> • Megan McCallon gave up and update on the neighborhood meeting that was held on 6/20/2020 at the site. Overall the feedback was positive, and the Mayor and the team were able to answer the abutter's questions and concerns. Follow up meetings will be scheduled in the future. • Megan McCallon advised that the status of the Schematic Design Package and Approval will impact the coming weeks in terms of schedule. • Approval of Meeting Minutes from June 18, 2020 <ul style="list-style-type: none"> ○ A MOTION to approve the meeting minutes as written from June 18, 2020 was made by Claire Freda, SECONDED by Chief Kennedy, all were in favor. 	
10-3 Design Update: <ul style="list-style-type: none"> • Kevin Witzell presented an overview of the Schematic Design Package and reviewed the process by which the design had formed. Each section of the package was highlighted, and Kevin explained how each piece of the package correlated with the schematic design process. • Kevin reviewed the cost estimating process and reported that PM&C and CHA had reconciled their respective estimates on July 18, 2020. He reviewed the narratives in the design package as they related to the cost estimating process. • A discussion was had about the final estimated cost of the Schematic Design Package as developed. A request was made by Jim Whitney to go through the needs vs. wants list of the progrm, and to develop comparison data between former programs. It was noted that Mayor will need to speak with the City's financial team before moving forward with a final decision. • A discussion was had about the information needed to present the schematic design to the City Council. KBA and CHA will continue to develop the information as the approving process goes forward. 	

10-4 Demolition and Site Updates:

- Patrick McCarty requested that the Design and OPM teams look into the impact of former buildings on the site as they relate to the flood plain issue. He reported that there is a possibility that their former existence could impact the project's compensatory storage requirement.

10-5 New Business:

The following invoices were approved:

- KBA INV 20002.00-4 \$107,500.00
MOTION to approve by Patrick McCarty, SECONDED by Claire Freda, all were in favor.
- DPI INV 200616 \$15,000.00
MOTION to approve by Patrick McCarty, SECONDED by Claire Freda, all were in favor.

10-6 A MOTION to adjourn was made by Claire Freda, SECONDED by Kelley Gammell, all in favor.

Next Meeting: August 20, 2020 8:00 am, Virtual Meeting
