



Daedalus Projects
 1 Faneuil Hall Marketplace,
 South Market Bldg Suite 4195
 Boston, MA 02109
 617-451-2717 / phone
 617-451-2679 / fax

MEETING MINUTES

Project: Leominster Police Station Leominster, MA	Meeting Date: December 10, 2020
Time: 10:00 AM	Meeting Location: Remote (Virtual)
Meeting: Police Station Building Committee #16	Report By: Megan McCallon
Attending: Mayor Dean Mazzarella, City of Leominster Claire Freda, Councillor Patrick McCarty, Volunteer Lt. Mark Amico, Police Sgt. Dan Proietti, Police Jim Whitney, Volunteer Kelley Gammell, Police Carlos Cintron, Police Sgt. James Marois, Police Brett Thompson, Police Michelle Richards, Neighborhood Kelly Vallee, Police	Chief Aaron Kennedy, Police Wendy Wiiks, Mayor's Office Megan McCallon, DPI Mike McNulty, DPI Christina Opper, DPI Lance Green, KBA Amy Moro, KBA Kevin Witzell, KBA Todd Costa, KBA Seunghwan Lee, KBA Katrina Hay, KBA David McKinley, KBA
Absent: Henry Frye Greg Chapdelaine, City of Leominster	

Item	Action
14-1 The Meeting was called to order.	
14-2 OPM Update: <ul style="list-style-type: none"> • Megan McCallon presented the OPM report and reviewed the overall schedule. Megan introduced the Cx responses to the team. Five firms responded to the Request for Services, SMMA, WSP, F&T CHA, and Colliers Int. The team opted to wait for Greg Chapdelaine to weigh-in on his opinion before taking a vote. • Site Plan Update - Megan McCallon gave an update on the meeting from Wednesday. Civil and Design team have a clear path forward thanks to Patrick McCarty to bring information to the planning board and appropriate city boards. • Approval of the 11/19/2020 Meeting Minutes <ul style="list-style-type: none"> ○ MOTION TO APPROVE MEETING MINUTES AS WRITTEN 11/19/2020 by Chief Kennedy SECONDED BY CLAIRE Freda, a roll call vote was taken and all were in favor. 	
14-3 Design Update: <ul style="list-style-type: none"> • Kevin gave an overview that the design working group has been meeting on a weekly basis. The team feels that the floor plan has finally reached a place where the team feels it is safe to lock in place. • Amy Moro went through the most updated floor plans. • Tricia O'Grady Howard went through the site plan. Moved into front design elements and planting concepts. 	

- Kevin reported that the cost of the sheet metal has become very pricey and the VAV system is just as expensive as a VRF system. They are almost the same price.
- VAV system, large ducts, difficult controls. VRF system, - smaller ducts, uses compressors for heating and cooling, far more efficient. Comes with its own control system and easy to program. The price of the two systems are fairly even.

14-4 New Business:

- Kevin Witzell reported that Katrina reached out to AIS and has begun preliminary conversations about the furniture for the police station.
- Motion to approve KBA invoice 20002.00-7 - by Patrick McCarty, Seconded -Chief Kennedy, a roll call vote was taken and all were in favor.
- A MOTION to use a VRF system in the design of the building BY Patrick McCarty seconded by CLAIRE Freda, a roll call vote was taken and all were in favor.

14-5 A MOTION to adjourn was made by Chief Kennedy, SECONDED by Claire Freda, all were in favor.

14-6 Next Meeting: February 11, 2021 10:00 am, Virtual Meeting