



MEETING MINUTES

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| Project: | Leominster Police Station Leominster, MA | Meeting Date: | December 9, 2021 |
| Time: | 10:00 am | Meeting Location: | Remote (Virtual) |
| Meeting: | Police Station Building Committee #24 | Report By: | Alicia Monks |
| Attending: | Mayor Dean Mazzarella, City of Leominster Chief Aaron Kennedy, Police Claire Freda, Councilor Patrick McCarty, Volunteer Wendy Wiiks, Mayor's Office Greg Chapdelaine, City of Leominster Kelley Gammell, Police Sgt. James Marois, Police | | Sgt. Dan Proietti, Police Lt. Mark Amico, Police Michelle Richards, Neighborhood Mark Luzaitis, CHA Steve Brown, CHA Alicia Monks, CHA Kevin Witzell, KBA |
| Absent: | Officer Carlos Cintron, Police Jim Whitney, Volunteer Brett Thompson, Police Kelly Vallee, Police | | Henry Frye Amy Moro, KBA David Bascetta, KBA |

| Item | | Action |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| 24-1 | The Meeting was called to order. | |
| 24-2 | <p>OPM Update:</p> <ul style="list-style-type: none"> • The formal Notice of Award has been sent to G&R Construction. The substantial completion date will be June 6, 2023. • The Building Committee will meet the third Thursday of every month until the project is completed. Alicia will send a recurring meeting invitation. • Any Change Orders that would require immediate approval between the Building Committee meetings will be reviewed with the Mayor as needed. It will be important that construction not be held up due to lack of approvals. • Site Safety. During construction, there will be times when the Building Committee will be invited to take an organized tour of the building. No Committee member (or anyone not employed by the G&R Construction) should walk on site unescorted. ALL visitors are to check into the trailer, get a hard hat and be escorted around the site. While the land belongs to the City, the construction site is under the control of G&R Construction. | |
| 24-3 | <p>Meeting Notes Approval:</p> <p>There was a MOTION to approve the Meeting Notes from the April 29, 2021, June 15, 2021, August 26, 2021 and October 21, 2021 Building Committee Meeting by Mayor Mazzarella, SECONDED by Chief Kennedy.</p> <p>Roll call vote in favor: Mayor Dean Mazzarella, Chief Kennedy, Claire Freda, Patrick McCarthy, Wendy Wiiks, Greg Chapdelaine, Kelley Gammell, Sgt. James Marois, Sgt. Dan Proietti, Lt. Mark Amico, and Michele Richards. All in favor.</p> | |

APPROVED

24-4 Invoice Approval:

There was a MOTION to approve both the KBA invoice #19 - \$32,618 and G&R Construction Requisition #1 - \$205,578.10 by Mayor Mazzarella, SECONDED by Michelle Richards.

Roll call vote in favor: Mayor Dean Mazzarella, Chief Kennedy, Claire Freda, Patrick McCarthy, Wendy Wiiks, Greg Chapdelaine, Kelley Gammell, Sgt. James Marois, Sgt. Dan Proietti, Lt. Mark Amico, and Michele Richards. All in favor.

24-5 Next Meeting will be January 20, 2022 at 10:00 am.

The full schedule of meeting dates will be sent out to the Committee.

24-6 Adjourn

The was a MOTION to adjourn by Mayor Mazzarella and Seconded by Greg Chapdelaine. All in favor.
