



MEETING MINUTES

Project: Leominster Police Station Leominster, MA	Meeting Date: March 17, 2022
Time: 10:00 am	Meeting Location: Remote (Virtual)
Meeting: Police Station Building Committee #27	Report By: Alicia Monks
Attending: Mayor Dean Mazzarella, City of Leominster Chief Aaron Kennedy, Police Lt. Dan Proietti, Police Officer Carlos Cintron, Police Claire Freda, Councilor Wendy Wiiks, Mayor’s Office Kelley Gammell, Police	Jim Whitney, Volunteer Kelly Vallee, Police Henry Frye Alicia Monks, CHA Kevin Witzell, KBA Mark Luzaitis, CHA
Absent: Patrick McCarty, Volunteer Det. Sgt. James Marois, Police Brett Thompson, Police	Michelle Richards, Neighborhood Greg Chapdelaine, City of Leominster David Bascetta, KBA Amy Moro, KBA

Item	Action
27-1 The Meeting was called to order.	
27-2 Construction Update: The perimeter foundations are completed and the interior column foundations are wrapping up. Work at the site retaining wall foundations are underway. Steel will be delivered March 21 and expected to start going up on March 22. The steel frame is anticipated to be completed in approximately three weeks.	
27-3 The week of April 11 will be good timing for a beam signing and topping off ceremony. Alicia will work with Mayor’s office to share possible dates with the Building Committee.	
27-4 Proposed Change Orders 1 – PR#1 Delete Elevator Battery Backup & Annunciator (\$1,830.60) 2R – PR#2 Elevator Shaft Lighting and Power Changes \$23,207.73 3 – PR #3 Delete Exterior Main Breaker & Adjust Electric (\$11,137.99) 5 – Over Excavation of Unsuitable Soils \$18, 180 6 – Steel Beam Adjustment at Female Detention Toilets \$2,004.14 10 – Add Foundation Wall at Storage \$16,650,48 Total for the above Proposed Change Orders is \$47,073.76 There was a MOTION to approve the above proposed change orders as a group made by Mayor Mazzarella and SECONDED by Chief Kennedy. Roll call vote in favor: Mayor Dean Mazzarella, Chief Kennedy, Lt. Dan Proietti, Officer Carlos Cintron, Claire Freda, Wendy Wiiks, Kelley Gammell, Jim Whitney, Kelly Vallee, and Henry Frye. All in favor.	

27-5 Meeting Notes Approval:

There was a MOTION to approve the Meeting Notes from the February 17, 2022 Building Committee Meeting by Claire Freda and SECONDED by Chief Kennedy.

Roll call vote in favor: Mayor Dean Mazzearella, Chief Kennedy, Lt. Dan Proietti, Officer Carlos Cintron, Claire Freda, Wendy Wiiks, Kelley Gammell, Jim Whitney, Kelly Vallee, and Henry Frye. All in favor.

27-6 Invoice Approval:

There was a MOTION to approve the following invoices as a group: KBA Invoice #22 for \$32,618, G&R Construction Invoice #4 for \$877,086.55, CHA Invoice #13 for \$16,000, CHA Invoice for #14 for \$17,000 and Yankee Testing Invoice #29274 for \$3,710 made by Claire Freda and SECONDED by Chief Kennedy.

Roll call vote in favor: Mayor Dean Mazzearella, Chief Kennedy, Lt. Dan Proietti, Officer Carlos Cintron, Claire Freda, Wendy Wiiks, Kelley Gammell, Jim Whitney, Kelly Vallee, and Henry Frye. All in favor.

27-7 KBA organized visits for representative from the Police Department to the Needham and Beverly Police Stations to see how their security control systems work. Visits will be Friday March 18.

27-8 Next Meeting will be April 21, 2022 at 10:00 am

27-8 Adjourn
The meeting was adjourned.

Attached: PCO Summary dated March 16, 2022