



MEETING MINUTES

<b>Project:</b> Leominster Police Station Leominster, MA	<b>Meeting Date:</b> October 20, 2022
<b>Time:</b> 10:00 am	<b>Meeting Location:</b> Remote (Virtual)
<b>Meeting:</b> Police Station Building Committee #34	<b>Report By:</b> Alicia Monks
<b>Attending:</b> Mayor Dean Mazzarella, City of Leominster Wendy Wiiks, Mayor’s Office Greg Chapdelaine, City of Leominster Chief Aaron Kennedy, Police Lt. Dan Proietti, Police Det. Sgt. James Marois, Police Officer Carlos Cintron, Police Patrick McCarty, Volunteer Claire Freda, Councilor	Henry Frye Kelly Vallee, Police Kelley Gammell, Police Kevin Witzell, KBA Mark Luzaitis, CHA Alicia Monks, CHA
<b>Absent:</b> Brett Thompson, Police David Bascetta, KBA Michelle Richards, Neighborhood	Jake Zelikman, CHA Amy Moro, KBA Jim Whitney, Volunteer

Item																														
34-1 The Meeting was called to order.																														
34-2 Construction Update:  The installation of the exterior bricks is ongoing and the paneled siding will be starting within the week. The roof top equipment has been delivered and connections have started. Construction of the site walls has started. Windows are beginning to arrive on site and will start to be installed. Installation of the wallboard on the first floor is nearly completed and has started on the second floor. Rough-in of the mechanical, electrical, plumbing and fire protections systems is ongoing.																														
34-3 Proposed Change Orders  Change Order #5 was reviewed and includes the following PCOs:																														
<table border="0" style="width: 100%;"> <tr> <td style="width: 5%;">21</td> <td style="width: 85%;">PR #10 - Canopy Roof Edge Metal</td> <td style="width: 10%; text-align: right;">\$2,635.24</td> </tr> <tr> <td>23r</td> <td>PR #13 - Wire Mesh Partition in Sally Port</td> <td style="text-align: right;">\$27,866.47</td> </tr> <tr> <td>27</td> <td>Add Bollards at Generator Docking Station</td> <td style="text-align: right;">\$2,466.73</td> </tr> <tr> <td>31</td> <td>(RFI #146) Detention Fixture Solenoid</td> <td style="text-align: right;">\$2,737.79</td> </tr> <tr> <td>32R</td> <td>Tile Changes due to Shop Drawings</td> <td style="text-align: right;">-\$2,417.36</td> </tr> <tr> <td>34</td> <td>(PR#16) Added Wall Hydrants</td> <td style="text-align: right;">\$12,343.14</td> </tr> <tr> <td>40</td> <td>PR#23 Fixture Type Q Changes Lower Lvl</td> <td style="text-align: right;">\$11,414.31</td> </tr> <tr> <td>42</td> <td>PR#24 Power Changes to Fire Smoke Damp</td> <td style="text-align: right;">\$7,156.86</td> </tr> <tr> <td>45</td> <td>Remove Dead Tree at Corner of Neighbors</td> <td style="text-align: right;">\$2,936.59</td> </tr> <tr> <td colspan="2"></td> <td style="text-align: right; border-top: 1px solid black;">\$67,139.77</td> </tr> </table>	21	PR #10 - Canopy Roof Edge Metal	\$2,635.24	23r	PR #13 - Wire Mesh Partition in Sally Port	\$27,866.47	27	Add Bollards at Generator Docking Station	\$2,466.73	31	(RFI #146) Detention Fixture Solenoid	\$2,737.79	32R	Tile Changes due to Shop Drawings	-\$2,417.36	34	(PR#16) Added Wall Hydrants	\$12,343.14	40	PR#23 Fixture Type Q Changes Lower Lvl	\$11,414.31	42	PR#24 Power Changes to Fire Smoke Damp	\$7,156.86	45	Remove Dead Tree at Corner of Neighbors	\$2,936.59			\$67,139.77
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Total for the above Proposed Change Order 5 is \$67,139.77																														

APPROVED

	<p>There was a MOTION to approve the above Change Order #5 by Chief Kennedy and SECONDED by Patrick McCarty.</p> <p>Roll call vote in favor: Mayor Dean Mazzearella, Wendy Wiiks, Greg Chapdelaine, Chief Kennedy, Lt. Dan Proietti, Det Sgt Marois, Officer Cintron, Patrick McCarty, Claire Freda, Kelly Vallee, Kelley Gammell and Henry Frye. All voted in favor.</p>	
34-4	<p>Meeting Notes Approval:</p> <p>There was a MOTION to approve the Meeting Notes from the September 15, 2022 Building Committee Meeting by Claire Freda and SECONDED by Chief Kennedy.</p> <p>Roll call vote in favor: Mayor Dean Mazzearella, Wendy Wiiks, Greg Chapdelaine, Chief Kennedy, Lt. Dan Proietti, Det Sgt Marois, Officer Cintron, Patrick McCarty, Claire Freda, Kelly Vallee, Kelley Gammell and Henry Frye. All voted in favor.</p>	
34-5	<p>Invoice Approval:</p> <p>The following invoices were reviewed and recommended for approval:</p> <ul style="list-style-type: none"> <li>▪ KBA Invoice #29: \$23,721.64</li> <li>▪ G&amp;R Construction Invoice #11: \$1,284,628.61</li> <li>▪ CHA Invoice #21: \$18,000</li> <li>▪ Yankee Testing Invoice: \$7,285</li> </ul> <p>There was a MOTION to approve the above invoices as a group made by Patrick McCarty and SECONDED by Chief Kennedy.</p> <p>Roll call vote in favor: Mayor Dean Mazzearella, Wendy Wiiks, Greg Chapdelaine, Chief Kennedy, Lt. Dan Proietti, Det Sgt Marois, Officer Cintron, Patrick McCarty, Claire Freda, Kelly Vallee, Kelley Gammell and Henry Frye. All voted in favor.</p>	
34-6	<p>The originally commissioning agent, SMMA, has ceased providing commissioning services. A new proposal for services was sent out and RW Sullivan has been selected and awarded the contract. The Committee was asked to confirm the recommendation to award the contract to RW Sullivan.</p> <p>There was a MOTION to approve RW Sullivan as commissioning agent made by Chief Kennedy and SECONDED by Patrick McCarty.</p> <p>Roll call vote in favor: Mayor Dean Mazzearella, Wendy Wiiks, Greg Chapdelaine, Chief Kennedy, Lt. Dan Proietti, Det Sgt Marois, Officer Cintron, Patrick McCarty, Claire Freda, Kelly Vallee, Kelley Gammell and Henry Frye. All voted in favor.</p>	
	<p><b>Older Items</b></p>	
33-6	<p>A couple dates will be emailed out for opportunities for the Building Committee to visit the site if interested. These dates will be for mid-October.</p> <p>10/20: There will a site tour on Tuesday October 25 at 3:00 pm.</p>	Record
32-7	<p>A question was raised about police monument that had been discussed to be incorporated into the landscape of the new building. Chief Kennedy will follow up with the Police Association.</p>	Chief

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10/20: Officer Kochanski has been coordinating for the Retire Police Officer's Association for the memorial to be similar to the fire fighter's memorial.

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Next Meeting will be November 17, 2022 at 10:00 am

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Adjourn  
The meeting was adjourned.

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