



MEETING MINUTES

<b>Project:</b> Leominster Police Station Leominster, MA	<b>Meeting Date:</b> November 17, 2022
<b>Time:</b> 10:00 am	<b>Meeting Location:</b> Remote (Virtual)
<b>Meeting:</b> Police Station Building Committee #35	<b>Report By:</b> Alicia Monks
<b>Attending:</b> Mayor Dean Mazzarella, City of Leominster Wendy Wiiks, Mayor’s Office Chief Aaron Kennedy, Police Lt. Dan Proietti, Police Det. Sgt. James Marois, Police Patrick McCarty, Volunteer Claire Freda, Councilor	Jim Whitney, Volunteer Michelle Richards, Neighborhood Kelley Gammell, Police Kevin Witzell, KBA Mark Luzaitis, CHA Jake Zelikman, CHA Alicia Monks, CHA
<b>Absent:</b> Brett Thompson, Police David Bascetta, KBA Greg Chapdelaine, City of Leominster Officer Carlos Cintron, Police	Henry Frye Kelly Vallee, Police Amy Moro, KBA

Item																		
35-1 The Meeting was called to order.																		
35-2 Construction Update:  The exterior envelope work is making good progress. The brick work is nearly completed, the paneling and windows in are progress with the goal of completion by the end of the calendar year. Installation of the exterior site walls is in underway. At the interior of the building, the drywall is at the finishing stage on the first and second floors. The drywall installation will start on the third floor in the next couple of weeks. Mechanical, electrical and plumbing work continues.																		
35-3 Proposed Change Orders  Change Order #6 was reviewed and includes the following PCOs:																		
<table border="0" style="width: 100%;"> <tr> <td style="width: 10%;">35R1</td> <td style="width: 70%;">(PR#18) Postal Mailbox Changes</td> <td style="width: 20%; text-align: right;">\$19,397.50</td> </tr> <tr> <td>37</td> <td>PR#22 - Added Fire Alarm Devices at LL</td> <td style="text-align: right;">\$6,351.90</td> </tr> <tr> <td>38R1</td> <td>PR#21 Modify Radio Charging Station Wall</td> <td style="text-align: right;">\$7,106.69</td> </tr> <tr> <td>39</td> <td>Window TWF Changes at West Elevation</td> <td style="text-align: right;">\$4,187.55</td> </tr> <tr> <td>43</td> <td>PR#27 - Locker Room 132 Door Addition</td> <td style="text-align: right;">\$8,075.49</td> </tr> <tr> <td colspan="2"></td> <td style="text-align: right; border-top: 1px solid black;">\$45,119.13</td> </tr> </table>	35R1	(PR#18) Postal Mailbox Changes	\$19,397.50	37	PR#22 - Added Fire Alarm Devices at LL	\$6,351.90	38R1	PR#21 Modify Radio Charging Station Wall	\$7,106.69	39	Window TWF Changes at West Elevation	\$4,187.55	43	PR#27 - Locker Room 132 Door Addition	\$8,075.49			\$45,119.13
35R1	(PR#18) Postal Mailbox Changes	\$19,397.50																
37	PR#22 - Added Fire Alarm Devices at LL	\$6,351.90																
38R1	PR#21 Modify Radio Charging Station Wall	\$7,106.69																
39	Window TWF Changes at West Elevation	\$4,187.55																
43	PR#27 - Locker Room 132 Door Addition	\$8,075.49																
		\$45,119.13																
Total for the above Proposed Change Order 6 is \$45,119.13																		
There was a MOTION to approve the above Change Order #6 by Mayor Mazzarella and SECONDED by Chief Kennedy.																		
Roll call vote in favor: Mayor Dean Mazzarella, Wendy Wiiks, Chief Kennedy, Lt. Dan Proietti, Det Sgt Marois, Patrick McCarty, Claire Freda, Kelley Gammell, and Jim Whitney. All voted in favor.																		

APPROVED

35-4	<p><b>Meeting Notes Approval</b></p> <p>There was a MOTION to approve the Meeting Notes from the October 20, 2022 Building Committee Meeting by Claire Freda and SECONDED by Mayor Mazzarella.</p> <p>Roll call vote in favor: Mayor Dean Mazzarella, Wendy Wiiks, Chief Kennedy, Lt. Dan Proietti, Det Sgt Marois, Patrick McCarty, Claire Freda, Kelley Gammell, and Jim Whitney. All voted in favor.</p>	
35-5	<p><b>Invoice Approval:</b></p> <p>The following invoices were reviewed and recommended for approval:</p> <ul style="list-style-type: none"> <li>▪ KBA Invoice #30: \$23,721.64</li> <li>▪ G&amp;R Construction Invoice #12: \$1,414,336.89</li> <li>▪ CHA Invoice #22: \$18,000</li> <li>▪ Yankee Testing Invoice: \$3,200</li> </ul> <p>There was a MOTION to approve the above invoices as a group made by Mayor Mazzarella and SECONDED by Chief Kennedy.</p> <p>Roll call vote in favor: Mayor Dean Mazzarella, Wendy Wiiks, Chief Kennedy, Lt. Dan Proietti, Det Sgt Marois, Patrick McCarty, Claire Freda, Kelley Gammell, and Jim Whitney. All voted in favor.</p>	
35-6	<p>There was a question regarding the BDA (bi-directional antenna) system. KBA confirm the BDA was included in the base scope of the project and the location has been coordinated with the electrical inspector in the city.</p>	Record
35-7	<p>The Chief suggested the training room be dedicated to Jim Lanciani who has been a strong supporter of the public safety in the city for many years. Members of the Building Committee were in support of the suggestion. KBA will prepare images for the next meeting showing suggested dedication signage options.</p>	KBA
<b>Older Items</b>		
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> <p>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.</p> <p>11/17: The design team will coordinate with the Retired Police Officer's Association regarding a foundation for the memorial.</p>	
Next Meeting will be December 15, 2022 at 10:00 am		
Adjourn The meeting was adjourned.		