



MEETING MINUTES

<b>Project:</b> Leominster Police Station Leominster, MA	<b>Meeting Date:</b> December 15, 2022
<b>Time:</b> 10:00 am	<b>Meeting Location:</b> Remote (Virtual)
<b>Meeting:</b> Police Station Building Committee #36	<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	Henry Frye Kelly Vallee, Police Michelle Richards, Neighborhood Kelley Gammell, Police Kevin Witzell, KBA Mark Luzaitis, CHA Jake Zelikman, CHA Alicia Monks, CHA
<b>Absent:</b> Brett Thompson, Police Greg Chapdelaine, City of Leominster Officer Carlos Cintron, Police	Jim Whitney, Volunteer David Bascetta, KBA Amy Moro, KBA

Item								
36-1 The Meeting was called to order.								
36-2 Construction Update:  The exterior envelope work is making good progress. The brick work is 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.								
36-3 Proposed Change Orders  Change Order #7 was reviewed and includes the following PCOs:								
<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">33R (PR#17) Overflow Piping to Roof Drains</td> <td style="text-align: right;">\$9,269.22</td> </tr> <tr> <td>44 PR #26 - BDA Cabinet Relocation</td> <td style="text-align: right;">\$11,528.97</td> </tr> <tr> <td>53 (RFI 199) Added Irrigation System</td> <td style="text-align: right;">\$13,036.82</td> </tr> <tr> <td></td> <td style="text-align: right; border-top: 1px solid black;">\$33,835.01</td> </tr> </table>	33R (PR#17) Overflow Piping to Roof Drains	\$9,269.22	44 PR #26 - BDA Cabinet Relocation	\$11,528.97	53 (RFI 199) Added Irrigation System	\$13,036.82		\$33,835.01
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44 PR #26 - BDA Cabinet Relocation	\$11,528.97							
53 (RFI 199) Added Irrigation System	\$13,036.82							
	\$33,835.01							
Total for the above Proposed Change Order 7 is \$33,835.01								
There was a MOTION to approve the above Change Order #6 by Kelley Gammell and SECONDED by Chief Kennedy.								

APPROVED

<p>Roll call vote in favor: Mayor Dean Mazarella, Wendy Wiiks, Chief Kennedy, Lt. Dan Proietti, Det Sgt Marois, Patrick McCarty, Claire Freda, Michelle Richards, Kelley Gammell, Kelly Valle and Henry Frye. All voted in favor.</p>	
<p>36-4 Meeting Notes Approval</p> <p>There was a MOTION to approve the Meeting Notes from the November 17, 2022 Building Committee Meeting by Chief Kennedy and SECONDED by Clair Freda.</p> <p>Roll call vote in favor: Mayor Dean Mazarella, Wendy Wiiks, Chief Kennedy, Lt. Dan Proietti, Det Sgt Marois, Patrick McCarty, Claire Freda, Michelle Richards, Kelley Gammell, Kelly Valle and Henry Frye. All voted in favor.</p>	
<p>36-5 Invoice Approval:</p> <p>The following invoices were reviewed and recommended for approval:</p> <ul style="list-style-type: none"> <li>▪ KBA Invoice #31: \$23,721.64</li> <li>▪ G&amp;R Construction Invoice #13: \$1,058,158.45</li> <li>▪ CHA Invoice #23: \$18,000</li> <li>▪ Yankee Testing Invoice: \$1,240</li> <li>▪ Haley Ward: \$3,696</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 Mazarella, Wendy Wiiks, Chief Kennedy, Lt. Dan Proietti, Det Sgt Marois, Patrick McCarty, Claire Freda, Michelle Richards, Kelley Gammell, Kelly Valle and Henry Frye. All voted in favor.</p>	
<p>36-6 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> <p>12/15: An image of the lettering was shared. The use of James’ middle initial “J” and the addition of “Jr.” at the end were suggestions. A plaque will be added to describe Mr. Lanciani.</p>	Record
<p>32-7 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>	
<p>Next Meeting will be January 19, 2023 at 10:00 am</p>	
<p>Adjourn The meeting was adjourned.</p>	