



MEETING MINUTES

<b>Project:</b> Leominster Police Station Leominster, MA	<b>Meeting Date:</b> February 16, 2023
<b>Time:</b> 10:00 am	<b>Meeting Location:</b> Remote (Virtual)
<b>Meeting:</b> Police Station Building Committee #38	<b>Report By:</b> Alicia Monks
<b>Attending:</b> Mayor Dean Mazarella, 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 Kelley Gammell, Police Kevin Witzell, KBA Mark Luzaitis, CHA Alicia Monks, CHA
<b>Absent:</b> Greg Chapdelaine, City of Leominster Officer Carlos Cintron, Police Jake Zelikman, CHA	Michelle Richards, Neighborhood Jim Whitney, Volunteer David Bascetta, KBA Amy Moro, KBA

Item																					
38-1 The Meeting was called to order.																					
38-2 Construction Update:  Work at the exterior site wall continues at the main entry. Curtainwall and glass installation is nearly completed. Casework cabinets are being installed in various placed around the building. Mechanical systems are being finished to the ceiling at the third floor. The first coat of paint is nearly completed at the third floor. Tile in the bathrooms and lockers rooms is completed throughout. Permanent power is expected to be connected by the end of February, which is a great milestone.																					
38-3 Proposed Change Orders  Change Order #9 was reviewed and includes the following PCOs:																					
<table border="0" style="width: 100%;"> <tr> <td style="width: 5%;">46</td> <td style="width: 85%;">(PR#29) Change Motorized Shades to Manual</td> <td style="width: 10%; text-align: right;">-\$1,586.52</td> </tr> <tr> <td>47</td> <td>(PR#28) Delete Water Solenoid Valves</td> <td style="text-align: right;">-\$3,195.97</td> </tr> <tr> <td>56</td> <td>Water Main Flair Joint</td> <td style="text-align: right;">\$8,500.10</td> </tr> <tr> <td>57</td> <td>Add Light Fixture C3 in Lobby 101</td> <td style="text-align: right;">\$1,959.10</td> </tr> <tr> <td>60</td> <td>(RFI #216) S*RGD Changes in Detention Rooms</td> <td style="text-align: right;">\$897.69</td> </tr> <tr> <td>61</td> <td>Time Extension</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td colspan="2"></td> <td style="text-align: right; border-top: 1px solid black;">\$6,574.40</td> </tr> </table>	46	(PR#29) Change Motorized Shades to Manual	-\$1,586.52	47	(PR#28) Delete Water Solenoid Valves	-\$3,195.97	56	Water Main Flair Joint	\$8,500.10	57	Add Light Fixture C3 in Lobby 101	\$1,959.10	60	(RFI #216) S*RGD Changes in Detention Rooms	\$897.69	61	Time Extension	\$0.00			\$6,574.40
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Total for the above Proposed Change Order 9 is \$6,574.40																					

APPROVED

There was a MOTION to approve the above Change Order #9 by Chief Kennedy and SECONDED by Kelley Gammell.

Roll call vote in favor: Mayor Dean Mazzearella, Wendy Wiiks, Chief Kennedy, Lt. Dan Proietti, Det Sgt Marois, Patrick McCarty, Claire Freda, Kelley Gammell, Kelly Valle and Henry Frye. All voted in favor.

38-4 Meeting Notes Approval

There was a MOTION to approve the Meeting Notes from the January 19, 2023 Building Committee Meeting by Patrick McCarty and SECONDED by Chief Kennedy.

Roll call vote in favor: Mayor Dean Mazzearella, Wendy Wiiks, Chief Kennedy, Lt. Dan Proietti, Det Sgt Marois, Patrick McCarty, Claire Freda, Kelley Gammell, Kelly Valle and Henry Frye. All voted in favor.

38-5 Invoice Approval:

The following invoices were reviewed and recommended for approval:

- KBA Invoice #33: \$24,187.16
- G&R Construction Invoice #15: \$1,062,033.20
- CHA Invoice #25: \$18,000
- Yankee Testing Invoice: \$2,090
- RW Sullivan \$3,000

There was a MOTION to approve the above invoices as a group made by Patrick McCarty and SECONDED by Chief Kennedy.

Roll call vote in favor: Mayor Dean Mazzearella, Wendy Wiiks, Chief Kennedy, Lt. Dan Proietti, Det Sgt Marois, Patrick McCarty, Claire Freda, Kelley Gammell, Kelly Valle and Henry Frye. All voted in favor.

38-6 The furniture order has been prepared by Creative Office Resources and is ready to be placed. The furniture order is \$392,191.31 and needs to be placed prior to end of the month of February. While the furniture number is higher than the amount allotted on the budget, the overall amount to be spent on furniture, fixtures and equipment (FF&E) will not exceed the budgeted amount for that category as a group.

There was a MOTION to approve the furniture order at \$392,191.31 by Claire Freda and SECONDED by Chief Kennedy.

Roll call vote in favor: Mayor Dean Mazzearella, Wendy Wiiks, Chief Kennedy, Lt. Dan Proietti, Det Sgt Marois, Patrick McCarty, Claire Freda, Kelley Gammell, Kelly Valle and Henry Frye. All voted in favor.

38-7 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.

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.

11/17: The design team will coordinate with the Retired Police Officer's Association regarding a foundation for the memorial.

Next Meeting will be March 16, 2023 at 10:00 am

Adjourn  
The meeting was adjourned.