



MEETING MINUTES

Project: Leominster Police Station Leominster, MA	Meeting Date: April 20, 2023
Time: 10:00 am	Meeting Location: Remote (Virtual)
Meeting: Police Station Building Committee #41	Report By: Alicia Monks
Attending: Mayor Dean Mazzarella, City of Leominster Wendy Wiiks, Mayor’s Office Chief Aaron Kennedy, Police Det. Sgt. James Marois, Police Lt. Dan Proietti, Police Patrick McCarty, Volunteer Greg Chapdelaine, City of Leominster Jim Whitney, Volunteer	Claire Freda, Councilor Kelly Vallee, Police Kelley Gammell, Police Kevin Witzell, KBA David Bascetta, KBA Mark Luzaitis, CHA Alicia Monks, CHA
Absent: Michelle Richards, Neighborhood Officer Carlos Cintron, Police	Henry Frye Jake Zelikman, CHA Amy Moro, KBA

Item	
41-1	The Meeting was called to order.
41-2	<p>Construction Update:</p> <p>Parking lot binder paving ongoing today, April 20, and granite curbing installation will follow next week. The exterior sidewalk and site wall work is ongoing. At the lower level, installation of the ductwork and lighting has started. The interior finishes which include the millwork, flooring and ceilings are ongoing. Elevator installation progressing. Permanent power is anticipated to be connected next week and this will open up for more workers in the building.</p>
41-3	<p>KBA’s Additional Services</p> <p>The architect, KBA, submitted a proposal for additional services to design the expansion space to accommodate both a simulation training room and a fitness area. The architect will submit the design to the contractor for pricing. The pricing will return to the committee for review. This will be a small parallel effort to the main building and will not impact the building schedule.</p> <p>There was a MOTION to approve KBA’s Proposal for \$16,875 dated April 19, 2023 by Patrick McCarty and SECONDED by Claire Freda.</p> <p>Roll call vote in favor: Wendy Wiiks, Chief Kennedy, Det Sgt Marois, Patrick McCarty, Greg Chapdelaine, Lt Proietti, Claire Freda, Kelley Gammell, Kelly Valle, and Jim Whitney. All voted in favor.</p>
41-4	<p>Ockers Proposal</p> <p>KBA and the members of the police department have been working with Ockers to design the technology and AV systems for the new building. Ockers is on the state bid list allowing for direct procurement.</p>

APPROVED

There was a MOTION to approve Ockers proposal for \$322,035.11 by Claire Freda and SECONDED by Chief Kennedy.

Roll call vote in favor: Mayor Dean Mazzarella, Wendy Wiiks, Chief Kennedy, Det Sgt Marois, Patrick McCarty, Greg Chapdelaine, Lt Proietti, Claire Freda, Kelley Gammell, Kelly Valle, and Jim Whitney. All voted in favor.

41-5 Proposed Change Orders

Change Order #10 was reviewed and includes the following PCOs:

24R2	PR #14 - Security & Fire Alarm Systems	-\$10,170.06
44BR	PR#33 Antenna Weather Heads	\$2,275.27
50	(PR#31-1) Add Motorized Shades	\$6,493.10
58	PR#34 Change Conference Room 311 Ceiling Soffit	\$1,630.74
59	Install 3 Weatherproof Outlets in Lower Level Back Wall	\$5,834.92
63	Paint the shade pockets	\$663.54
68	Increase Pencil Grill Sizes at Armory Room	\$2,003.29
69	RFI 224 - S1 Light Fixture Angle Removal	\$581.60
70	Parapet Metal Cap Fastener Extension Metal	\$7,317.98
74	Tie in Temporary Panel into Main Bldg System	\$3,210.59
		<hr/>
		\$19,840.97

Total for the above Proposed Change Order 10 is \$19,840.97

There was a MOTION to approve the above Change Order #10 by Chief Kennedy and SECONDED by Lt. Proietti.

Roll call vote in favor: Mayor Dean Mazzarella, Wendy Wiiks, Chief Kennedy, Det Sgt Marois, Patrick McCarty, Greg Chapdelaine, Lt Proietti, Claire Freda, Kelley Gammell, Kelly Valle, and Jim Whitney. All voted in favor.

41-6 Meeting Notes Approval

There was a MOTION to approve the Meeting Notes from the March 16, 2023 and March 31, 2023 Building Committee Meetings by Kelly Vallee and SECONDED by Chief Kennedy.

Roll call vote in favor: Mayor Dean Mazzarella, Wendy Wiiks, Chief Kennedy, Det Sgt Marois, Greg Chapdelaine, Lt Proietti, Claire Freda, Kelley Gammell, Kelly Valle, and Jim Whitney. All voted in favor.

41-7 Invoice Approval:

The following invoices were reviewed and recommended for approval:

- KBA Invoice #35R: \$23,256.12
- G&R Construction Invoice #17: \$992,915.44
- CHA Invoice #27: \$18,000
- Galaxy Technology: \$89,193.71
- RW Sullivan: \$6,000

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

Roll call vote in favor: Mayor Dean Mazarella, Wendy Wiiks, Chief Kennedy, Det Sgt Marois, Greg Chapdelaine, Kelley Gammell, Kelly Valle, Henry Frye, Michelle Richards and Jim Whitney. All voted in favor.

Next Meeting will be May 18, 2023 at 10:00 am

Adjourn
The meeting was adjourned.