



MEETING MINUTES

Project: Leominster Police Station Leominster, MA	Meeting Date: May 18, 2023
Time: 10:00 am	Meeting Location: Remote (Virtual)
Meeting: Police Station Building Committee #42	Report By: Alicia Monks
Attending: Wendy Wiiks, Mayor’s Office Chief Aaron Kennedy, Police Det. Sgt. James Marois, Police Lt. Dan Proietti, Police Patrick McCarty, Volunteer Michelle Richards, Neighborhood Henry Frye	Claire Freda, Councilor Kelly Vallee, Police Kelley Gammell, Police Kevin Witzell, KBA Mark Luzaitis, CHA Alicia Monks, CHA
Absent: Mayor Dean Mazzarella, City of Leominster Greg Chapdelaine, City of Leominster Jim Whitney, Volunteer Officer Carlos Cintron, Police	Jake Zelikman, CHA Amy Moro, KBA David Bascetta, KBA

Item	
42-1	The Meeting was called to order.
42-2	Construction Update: The installation of the exterior hardscape, which includes the sidewalks, bollards and planters is all ongoing. Preparations for landscaping plants has started but the plants won’t be in until mid-June as there is still too much activity on site. Installation of the finished perimeter fencing will start the week of May 23. At the interior of the building, flooring, base, carpet, porcelain tile, and final painting are all going in. As each room is finished, the doors and hardware are being installed. Millwork and casework continue to be installed. The elevators are both being energized in the next two weeks.
42-3	Dedication Plaque KBA reviewed a draft of a suggested layout of the building dedication plaque. A copy will be sent to the Mayor’s office for review.
42-4	Ribbon Cutting The furniture has been scheduled for a July 17 delivery and start of installation. Allowing time for the police to set up the building and get ready, the building would be ready mid-August. However, traditionally, this is a popular vacation month and turn out might be poor until after Labor Day. Mayor’s office to review and advise for a building dedication date.
42-6	Meeting Notes Approval There was a MOTION to approve the Meeting Notes from the April 20, 2023 Building Committee Meetings by Patrick McCarty and SECONDED by Chief Kennedy. Roll call vote in favor: Wendy Wiiks, Chief Kennedy, Det Sgt Marois, Lt Proietti, Patrick McCarty, Michelle Richards, Claire Freda, Kelley Gammell, Kelly Vallee, and Henry Frye. All voted in favor.

APPROVED

42-7 Invoice Approval:

The following invoices were reviewed and recommended for approval:

- KBA Invoice #36 - \$14,232.97
- G&R Construction Invoice #18 - \$1,133,230.94
- CHA Invoice #28 - \$18,000
- Galaxy Technology - \$94,500
- RW Sullivan - \$6,000
- Yankee Testing - \$2,680

There was a MOTION to approve the above invoices as a group made by Claire Freda and SECONDED by Kelley Gammell.

Roll call vote in favor: Wendy Wiiks, Chief Kennedy, Det Sgt Marois, Lt Proietti, Patrick McCarty, Michelle Richards, Claire Freda, Kelley Gammell, Kelly Vallee, and Henry Frye. All voted in favor.

Next Meeting will be June 15, 2023 at 10:00 am

Adjourn
The meeting was adjourned.
