



MEETING MINUTES

Project: Leominster Police Station Leominster, MA	Meeting Date: June 15, 2023
Time: 10:00 am	Meeting Location: Remote (Virtual)
Meeting: Police Station Building Committee #43	Report By: Alicia Monks
Attending: Mayor Dean Mazarella, City of Leominster 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	Jim Whitney, Volunteer Claire Freda, Councilor Kelly Vallee, Police Kelley Gammell, Police Tony Eyenberg, Police Kevin Witzell, KBA Mark Luzaitis, CHA Alicia Monks, CHA
Absent: Greg Chapdelaine, City of Leominster Officer Carlos Cintron, Police	Jake Zelikman, CHA Amy Moro, KBA David Bascetta, KBA

Item
43-1 The Meeting was called to order.
43-2 Construction Update: The installation of the exterior hardscape, which includes the sidewalks, bollards, planters and fencing are all ongoing. The elevator installation is completed. The detention area is readying for preliminary inspection. The doors, hardware, millwork, whiteboards, acoustical panels, and carpet installation are all wrapping up. Tile in the main lobby has started. Security installation is ongoing. Start ups and testing have also started. Furniture delivery and assembly to start on July 17 and expected to take about three weeks.
43-3 Fitness Center A formal proposal for the fitness center was distributed to the committee prior to the meeting. The Chief spoke briefly about the importance of the fitness center not only for the physical health but also the mental well being of the officers. The Chief searched but there are no available grants for police fitness centers. The fitness center would be located in half of the “future expansion” space. All the equipment pricing is from the state bid list. Jim Whitney asked if cost saving were possible by purchasing used equipment. Used equipment offers only a minimal cost savings when maintenance is considered into the costs. Additionally, gym memberships were suggested as a cost savings. However, the officers pointed out they are not comfortable in a public gym setting potentially next to folks they may have encountered during their work day. There was a MOTION to approve the Fitness Center Equipment Proposal for \$77,110.21 made by Kelley Gammell and SECONDED by Chief Kennedy. Roll call vote in favor: Chief Kennedy, Det Sgt Marois, Lt Proietti, Patrick McCarty, Michelle Richards, Henry Frye, Claire Freda, Kelly Valle, and Kelley Gammell. Votes to against approving at this time: Mayor Mazarella, Wendy Wiiks, and Jim Whitney. The motion passed.

APPROVED

43-4 Invoice Approval:

The following invoices were reviewed and recommended for approval:

- KBA Invoice #37 - \$14,232.97
- G&R Construction Invoice #19 - \$1,252,092.60
- CHA Invoice #29 - \$18,000
- RW Sullivan - \$6,000
- Yankee Testing - \$200
- HIQ (Computers & related equipment) - \$162,635

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 Mazzarella, Wendy Wiiks, Chief Kennedy, Det Sgt Marois, Lt Proietti, Patrick McCarty, Michelle Richards, Henry Frye, Jim Whitney, Claire Freda, Kelly Valle, and Kelley Gammell. All voted in favor.

43-5 Proposed Change Orders

Change Order #11 was reviewed and includes the following PCOs:

67	Added Strobe Light in Sally Port	\$1,442.93
72	Sprinkler Flow & Tamper Switch Valves	\$3,174.02
73	Future Monument Pad	\$4,008.21
76	Added CO Detector in Sallyport	\$3,593.34
81	No Cost Time Extension - to July 31, 2023	\$0.00
		\$12,218.50

Total for the above Change Order 11 is \$12,218.50

There was a MOTION to approve the above Change Order #11 by Kelley Gammell and SECONDED by Chief Kennedy.

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

43-6 Meeting Notes Approval

There was a MOTION to approve the Meeting Notes from the May 18, 2023 Building Committee Meetings by Mayor Mazzarella and SECONDED by Kelley Gammell.

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

Next Meeting will be July 20, 2023 at 10:00 am

Adjourn
The meeting was adjourned.