Town of Holden
Public Safety Building Committee
Meeting Minutes January 5, 2011

6:00PM Police Conference Room

Present: Chairman Chris Lucchesi, Karl Makela, Peter Liddy, David White, Dave Ellis, Rick Bates, Police Chief Sherrill, Fire Chief Jack Chandler

Absent: Bob Beck, Mary Ryan, Brian Forts

Others Present: Paul McAndrew, Kaestle Boos Associates
Gary Kaczmarek, Owners On Site Project Manager
Mike Pagano, Lamoureux Pagano Associates
Elizabeth Helder, Recording Secretary

Others Absent: Robert Para, Jr. Lamoureux Pagano Associates
Michael McKeon, Kaestle Boos Associates

Chairman Lucchesi called the meeting to order at 6:00PM.

1. Public Comment

There was no public comment.

2. Architect's Report

Mr. McAndrew presented Architect's Report dated January 5, 2011.

Mr. McAndrew presented the Committee with a credit for repel steel that was not installed during the project in the amount of $1,100.00.

Motion by David White, seconded by Rick Bates, it was **UNANIMOUSLY VOTED TO ACCEPT COP 186-01 (CREDIT) IN THE AMOUNT OF $1,100.00 FOR REPEL STEEL THAT WAS NOT INSTALLED.**

Mr. White inquired about the status with Griffin Electric. Mr. Kaczmarek said he anticipated having a discussion with Griffin Electric within the week regarding outstanding COP credits that the electrical contractor owes the project. Mr. McAndrew said that both the OPM and KBA discussed many of the outstanding COP credits Griffin owes the project during the entire project.

Mr. McAndrew recommended Requisition #20 for approval in the amount of $323,756.19. Mr. McAndrew presented Change Order #13 in the amount of $32,409.89 for Committee signature. He noted that the contractor hand wrote a substantial completion date of November 30, 2010 onto this change order.

Renovations to the existing building and a "bid scenario" of an accelerated bid schedule were reviewed. This schedule will not allow for OPM/BC review of the bid set prior to printing. According to the bid schedule, the bid would be sent to the Central Register and local papers on 1/11/11 for advertising on 1/19/11. The bid opening would be on 2/2/11. Renovation work would probably begin in late March/early April. The Committee agreed to the presented bid schedule.

The Committee reviewed FF&E invoices recommended for approval by Kristin Smith with KBA, which also included credits in the amount of $233.80. The total approved invoices ($18,211.28) less the credits ($233.80) leaves an adjusted total for approved invoices of $17,977.48. The Committee signed the invoices for payment.

Mr. Makela reported that all technology invoices were paid.

3. Project Management

Mr. Kaczmarek reviewed on going punch list items. The punch list is 50% complete. Pumps in the mechanical room replaced seals on the pumps on 12/20/10.

Mr. Kaczmarek reported that the motor on heat pumps 2 and 3 was leaking again on 1/5/11. A meeting was held with MB Kenney, G&R, Mr. McAndrew and Mr. Kaczmarek on 1/5/11. Mr. Kaczmarek has requested that a Bell & Gosset manufacturing representative visit the site to review the problems with their pumps. The Air Handler has also been shutting down due to a ground fault short. It was also determined that cold air from the outside was affecting the performance of the air handler. A diverter will be added to the air handler to rechannel the outside air away from the coil to help warm the air before entering the heating system.

Mr. Kaczmarek presented an invoice for $48,085.00 and a change order for $6,105.00 for the traffic signal work performed.

Apparatus bay weather stripping issues are being addressed with G&R. The existing fire station water line has been hooked up to the new building. Floor tile will be installed in the kitchen the week on 1/11. All labor will be included; the Committee will pay for the tile. Marvin Windows will be on site to inspect the windows in the dorm rooms.

He reported the building is maintaining itself very well.

Mr. Pagano said that L&P's role is diminishing as the building punch list closes down. He said that the Committee was holding an appropriate amount of money in order to see the building to completion. The date of substantial completion is set for January 15th.

4. Chairman's Comments

Mr. Makela commented that the letters and numbers illuminated in the color blue on the LED sign are very poor and make the information difficult to see. Mr. Kaczmarek said that a representative from the sign manufacturer would provide technical support within the week to change the color scheme.

Chairman Lucchesi reported he is still reviewing budget items. At this time, he said he was not prepared to discuss a third borrowing until the end of January 2011 when more invoices have been submitted and paid.

The Committee discussed the disposition of the old Police station. Mr. White said the building was bound by a town meeting warrant to be sold for $700,000. He said that any changes to the selling price or the disposition of the building must be made at town meeting.

Chief Chandler inquired where the $460,000 in communications grant money should be applied; to the building project or to the town? Chairman Lucchesi said it was a question for the Town Accountant.

The Committee discussed the red light stop line in front of the apparatus bay on the northbound side of 122A. Chief Chandler reported that drivers come upon the light quickly and then end up stopping in the middle of the road, past the stop line, and block the space in front of the apparatus bay. Chief Chandler said that his staff had placed cones in the road and reflective tape on the light pole to try to alert drivers.

Next meeting is schedule for January 19, 2011.

5. Minutes

Motion by Peter Liddy, seconded by Dave White, it was **UNANIMOUSLY VOTED TO APPROVE THE NOVEMBER 3, 2010 MEETING MINUTES.**

Motion by Karl Makela, seconded by Peter Liddy, it was **UNANIMOUSLY VOTED TO APPROVE THE NOVEMBER 17, 2010 MEETING MINUTES.**

Motion by Dave White, seconded by Peter Liddy, it was **UNANIMOUSLY VOTED TO APPROVE THE DECEMBER 1, 2010 MEETING MINUTES.**

6. Adjournment

Motion by Dave White, seconded by Karl Makela, it was **UNANIMOUSLY VOTED TO ADJOURN THE JANUARY 5, 2011 MEETING AT 7:10PM.**

APPROVED: