

Public Safety Building Committee Meeting
Meeting Minutes

Date of Meeting: September, 27 2006

Place: Town Hall Basement

Meeting called to order at 7:05 by Chief Barrett

Members present: Jason Bergeron, Larry Barrett, Al Rickheit, Jeff Brooks, Gail Dumont. Lincoln Stiles, Chris Gagnon...absent Phil Esposito, Mary Neal

Invited guest: Dave Lager, Kevin Paicos

Since Chris was still attending a Selectman's meeting upstairs the committee agreed to start the meeting with Chief Barrett as chair. Jason Bergeron then requested an update regarding the committee's discussion and vote on the hardware store site from the last committee meeting. Jason wanted it noted that he would have voted no on dismissing the hardware store as a site.

Next order of business was the approval of the meeting minutes from the September 14 meeting. Chief Barrett made a motion to approve, it was seconded by Jason. Committee voted to approve the minutes. Next order of business was the approval of the meeting minutes from the September 21 meeting. Chief Barrett requested that a correction be made to the minutes correcting the paragraph that the building was an entirely wood framed construction. Paragraph was amended to reflect that the detention areas would be concrete construction. Chief Barrett made a motion to approve, it was seconded by Jason. Committee voted to approve the minutes as amended.

Dave Lager then led a discussion on the proposed buildings soft cost estimates. A handout was provided based upon the previous bid estimates with the details of the soft costs for the previous design. Soft costs are currently estimated at approximately \$268,750. The remaining budget dollars for the current project subject to clarification by the Town Administrator was estimated at \$5.3million. Committee reviewed that an additional \$180K would need to be added for the extension of the Architects contract. Overall the 268,750 represented about a 100K less than what was estimated during the previous discussions. Next a discussion took place regarding the soft cost in the original plan for moving the utility poles across the street was still needed. The previous design had \$240K to \$270 K to move the utility poles but it was felt this was necessary so the sewer lines could be run down to Cashman Hill. The wires are currently high enough to allow emergency vehicles safely in and out so the poles may not have to be moved. This potential soft cost needs to be resolved so the committee can either budget for the costs or remove it from the list.

A quick discussion started whether the States "Construction Management at Risk" program could be used for this project. Dave Lager reviewed the basic requirements of the program which is a \$5.0 Million minimum construction project. Dave then informed the committee that the last committee had reviewed this program and that the last building with its larger dollar figure did not qualify. Based upon this input the Committee agreed to not consider this program.

At 7:40 PM Kevin Paicos joined the meeting to continue the discussion regarding estimating soft costs. Kevin provided the committee with a draft of a proposed spreadsheet he is preparing that would show the committee at any point in time all the funding available and all deductions based upon recent cost estimates. The spread sheet would be a useful tool for the committee and would be provided by Kevin to the committee on a regular basis. Kevin advised he would need a couple of weeks to complete the spread sheet with all current data. Committee then discussed several soft cost items such as the architect's amended contract and the cost of bid document printing. Dave Lager recommended a service

that may reduce the document printing costs.

A brief discussion ensued about who on the committee needs to be in communication with the architect. Kevin reminded the committee that they are not covered under the town's liability policy even though they are serving on a town committee and everyone should be especially careful when speaking publicly about professional people.

Committee then discussed the soft costs associated with the sewer connection (\$40K) and the cost that was used. Kevin explained that this was a town sewer commission charge and that it should not be used as the town should not be charging itself.

Larry Barrett agreed to contact the Municipal Light plant to clarify whether the utility poles need to be relocated across the street. With several revisions Dave Lager estimated the total soft cost to be approximately \$204K.

Discussion then took place regarding the costs on Kevin's spread sheet estimated for furniture & fixtures items. Some items need to be reviewed and Larry agreed to research the contracts and amounts from the last design.

Kevin advised that Holden Sand & Gravel has been paid the \$38,000 and that the conservation issues were being worked on. Kevin will be asking Lori from the Conservation Commission to inspect the site as soon as the work is completed.

The next committee business was about whether a warrant article needed to be submitted by the building committee for the November Special Town Meeting. It was discussed and decided that a warrant article would not be needed as the committee felt based upon current cost estimates provided that additional funding would not be required.

Next committee meeting was set for three weeks out on Thursday October 19 at 7:00 PM. This should allow the architect enough time to be able to come to the meeting and discuss building floor plan options and alternates. Dave agreed to speak with Curtis to refine a time schedule. Dave will email Chris with schedule.

Other construction items were then discussed such as the sewer tie in, the geo technical survey for the building footings and final site work landscaping.

Committee then reopened the discussion about the need for a warrant article for the Special Town Meeting since this would be the last meeting before the cutoff date. Committee once again agreed a warrant article was not needed but that the committee should prepare a progress report as a handout for the town meeting.

Motion was made to adjourn by Chief Barrett seconded by Al. Committee voted to adjourn at 9:17 PM

Committee Handouts:
Meeting Agenda
Soft Cost Estimate

Respectfully submitted
Jeff Brooks