

Public Safety Building Committee Meeting
Meeting Minutes

Date of Meeting: October 25, 2006

Place: Town Hall Downstairs

Meeting called to order at 7:04 by Chris Gagnon

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

Invited guest: Dave Lager, Jamie Rheault, Curtis Edgin, Joe Montalvo

First order of business was the review of the site meeting and follow up letter regarding the collapse of the rear banking at the site. Meeting was held at the site with parties from O'Reilly, Talbot and Okun the geotechnical engineers, a representative from Whitman & Bingham and Curtis. The failure was confirmed as rain water run off from the whole site flowing down into the lower area of the site and collecting. Without drainage the water eventually overflows and causes a failure. Chris advised that after looking at the site he believes the failure actually occurred 4 feet down the slope instead of by water overflowing the berm at the edge of the bank as indicated in the report.

Jamie, from Whitman & Bingham, again advised the committee that this failure will continue to happen until the site is stabilized. The solution is still to get the run off into the retention basin. Curtis advised that the committee should consider stabilizing the site for the winter by installing the previously designed site drainage system, then bringing the site up to grade level, then rough paving the site as outlined in the original design proposal. He also suggested that the committee fix the banking failure and silt run off issue caused by the recent failure.

Chief Barrett then advised the committee he had a discussion with a representative from PJ Keating paving about having the site rough paved before winter. PJ Keating advised that they could perform the work around the Thanksgiving time frame.

A discussion then ensued regarding the expected costs to perform all the recommended site work. A review of the cost estimates for this work provided in the last Fogarty report were reviewed as a guide to what it might cost. The benefit of doing this work as the stabilization plan is that this money was already budgeted and planned as part of the construction project. It was discussed that during building construction some minor damage may occur to the rough paving but overall it was not expected that major damage or rework would be required.

Joe Montalvo of Holden Sand & Gravel was asked to provide the architect with a new change order estimate for installation of the drainage & final grade level work. Estimate would be reviewed and evaluated by the architect and Whitman & Bingham then passed on to the committee for action. It was noted that Brian from Whitman & Bingham has agreed to stake out the building site and the edges so the grading and paving area would be identified.

Chris advised the committee that he was told that the paving of the site could be done under the towns paving maintenance contract with the approval of the town accountant and that the expense would be charged to the Safety Buildings account. This would be the only way the recommended site stabilization could be done before winter. If the paving had to go out to bid, the paving contract would not be approved until after the shut down of paving operations for the winter. This would leave the site in an unstabilized condition through the winter and spring.

Discussion then took place again over what would be the expected expenditures for the drainage and grading work would be. After discussion between all parties an estimate of roughly \$158,600 plus the time and material cost to repair the banking blowout was presented as a rough estimated cost.

Because time to get the work done is of the essence a motion was made by Chief Barrett and seconded by Phil Esposito that a change order be authorized subject to verification by the project manager, architect, and civil engineer in the vicinity of \$158,600 for the trenching, piping, gravel lift and manholes. Site repair to be at an additional time and material cost. After discussion and comment from Dave Lager that the amount of paving should be minimized since a final building design has not been approved the Committee votes unanimous to approve the motion.

Committee then discussed time frames and asked Joe if Holden Sand & Gravel could start the work in the next week. Joe advised the committee that he could perform the work and would do what was ever necessary to get the work done before the cold weather would prevent paving. Joe advised he would have the site ready for Thanksgiving.

Next committee discussion was the review of the latest C.4 floor plan layout .Chief Barrett advised that he and Jason were in discussion with the architect regarding interior changes based upon work flow needs of each department. The Chief advised that each department worked on their own areas for the upper floor and that they worked together on the basement area. The Chief advised he was making adjustment to the police spaces based upon visiting and reviewing the new Lunenburg police facility. Chief then reviewed the space changes he was recommending. Jason then reviewed the changes that were being recommended for the fire side of the building for work flow improvements. Committee the discussed the need for two stairwells, the number of bathrooms and an elevator and was advise all were required by building code. A discussion and review then ensued about the proposed basement area and the layout of this floor. At this point the space allocation and requirements for the training room, bunk area and lockers rooms has not been agreed upon. Further discussion between Jason and Chief Barrett is needed. Curtis also advised that at this point the basement layout should be looked at for storage space as there is not a lot of storage area presently allocated in the building. Committee then questioned about the current design being planned with it being added onto in the future. Committee was advised that the present design would allow for future expansion.

Chris advised that the town accountant could not make the meeting as requested due to a death in the family. Chris would request he attend the next meeting.

A discussion then was held regarding adding the architect and project manager to the committees emailing of the unapproved meeting minutes. Mary made a motion and seconded by Gail, that Dave and Curtis be added to the committee distribution list. Committee voted to approve the motion.

Discussion was then held regarding information requests from the media as Dave Lager was asked to be interviewed by a local Gardner radio station. Committee discussed that it would be best that any information going to the press except for approved meeting minutes or next meeting dates would be approved by the committee first. It was also discussed that the media was also invited to attend all committee meeting. Larry made a motion and Gail seconded that we as committee members voting and non voting give no statement to the press outside of the committee meetings. Motion was voted and approved.

Next meeting was then set for Wednesday November 1, at 7:00 PM Town Hall.

Next item was the review of the 9/27 meeting minutes. Minutes were amended to correct the spelling of Jamie Rheault's name and that the term storm water basin be used instead of retention pond. Motion was made to approve the minutes as amended. Motion approved.

Motion was made to adjourn by Chief Barrett and seconded by Jason. Committee voted to adjourn at 8:55 PM

Committee Handouts:

Meeting Agenda

Revised C4 floor plan layout

Letter to Caolo & Bieniek from O'Reilly, Talbot and Okun the geotechnical engineers regarding site

erosion issue

Respectfully submitted
Jeff Brooks