

Public Safety Building Committee Meeting
Meeting Minutes

Date of Meeting: November 16, 2006

Place: Town Hall

Meeting called to order at 7:10 by Chris Gagnon

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

Invited guest: Jamie Rheault & Brian Miliscy Whitman & Bingham, Curtis Edgin, Joe Montalvo

Joe Montalvo of Holden Sand & Gravel updated the committee on the recent site work activity. Joe advised that the drainage system was installed and after the last rain storm the drainage system appeared to working well as run off was now entering the basin. Joe advised the graveling to the finish grade level had started and was approximately 90% complete on the upper part of the site. A couple hundred more yards of gravel was required as the mud in some areas had to be removed prior to the application of this gravel layer. Joe advised that the lower section of the site would be started tomorrow and should be completed by the Monday before Thanksgiving. Joe also advised that after a review of the grading plan some minor changes to the slope were made to allow for better run off to the drainage system. Chief Barrett then advised the committee that PJ Keating may move out the paving by a day or so due to the previous weeks bad weather. Joe advised that the damaged part of the rear banking had been patched so it would not erode any further. With the drainage installed and the paving no further blow outs of the banking should occur.

Curtis then advised the committee that the Holden Sand & Gravel change order for the recent site work had been reviewed by Brian and him and the materials in the estimate were within what would be anticipated. This \$165,400 change order now brings the site work total to \$812,900. This is \$589,500 from the original site work payment, the previous building committees change order payment for \$58,000, and now this change order.

Discussion then ensued regarding the committee authorizing a request for payment for the \$165,400. A motion was made by Chief Barrett and seconded by Phil for the committee to approve for payment change order #2 in the amount of \$165,400. After brief discussion the committee voted unanimous to approve the motion.

Discussion then ensued regarding the release of the Holden Sand & Gravel retainer (approximately \$6,000) from the original site work contract. Motion was made by Mary and seconded by Jason to approve invoice payment application #6 for \$165,400 and to release the amount of the retainer. Committee vote was unanimous to approve the motion.

Discussion then took place regarding the plans to complete the clean up of the blow out of the rear banking area and the removal of the run off from the wetlands area. Work would be performed on a time and materials basis and the runoff material removed would be used to fill the banking, the banking would be seeded then covered with a blanket to stabilize the area for the winter.

Next discussion was for the submitted payment request from the architect and A.M. Fogarty for work performed to date. Discussion then ensued regarding the first brief AM Fogarty costing report received by the committee and whether the report was to the level of detail of what was expected to be provided. After discussion Curtis agreed to withdraw the request for payment to make corrections regarding this charge.

Next order of business was the approval of the November 3, 2006 Invoice #3621 for \$38,000 from Caolo & Bieniek for services rendered. Motion was made by Chief Barrett and seconded by Jason to approve payment of \$38,000. The \$38,000 total was derived from the updated architect services quote of \$16,000 for completing the schematic phase and \$22,000 for completing the redesign design phase. After discussion the committee voted to approve the motion for payment.

Committee then discussed the December 7 plan for a meeting with the town accountant to obtain an updated status on the funding available for the building project. After discussion the committee agreed to postpone the meeting until all the recent payment requests have been processed and an accurate financial statement can be completed.

Curtis then asked about the committee to consider about whether additional compacting testing should be performed after the current gravelling is completed and before the rough coat paving is completed. Cost to have a civil engineer complete the additional compacting test would be around \$1,000. Discussion ensued about risks and the value of performing the additional compacting testing. Committee heard comments about the new gravel material being used is good and is compacting well and that the gravel trucks are not sinking in at the site. Input was also provided that the site will sit for a winter freeze and thaw cycle and that there will be some damage for utility and sewer installation and any areas showing an issue could be repaired then. Committee then agreed not to have additional compacting tests performed. A motion was then made Lincoln and seconded by Phil for the committee to not perform the compacting tests. Committee voted in favor of the motion with 2 negative votes from Lincoln and Gail.

Next order of discussion was regarding having PJ Keating install the paving berm around the perimeter of the paved area. Without the berm runoff could overflow the paved area and cause erosion to the banking area. Chief Barrett agreed to call PJ Keating to get a price per foot for the installation of a paved berm. Style of paved berm to be installed was then discussed. Brian of Whitman and Bingham offered to meet with Russ of PJ Keating paving company to discuss the paving project. He advised the site layout stakes were in.

A discussion then ensued about the run off material in the Cushing owned wetland area and whether anyone had discussed this with Cushing Academy, as the owner of the property is the person actually responsible for the runoff. Larry and Chris advised the committee that both had discussions with John of Cushing Academy and that Cushing was not concerned that the town would not get the problem corrected.

Next was the discussion of the latest floor plan drawings and the final minor changes made to the layout of rooms. Curtis advised that the building was not overly blessed with storage but with these last changes was very functional. Discussion of the pros and cons ensued about the dispatch area and the planned depressed floor versus a raised floor to allow for wiring access. Discussion and questions ensued about the extent of the exterior masonry and the type of windows that were planned to be used.

Next Chris asked the committee about whether the Selectman should consider replacing the previously resigned committee member position. Committee discussed attendance requirements and quorum requirements. After discussion the committee agreed to leave the committee membership as is for now.

Minutes of the November 1 meeting were reviewed. Larry made a motion and Gail seconded to approve the minutes of the November 1 committee meeting. Committee approved the motion with one abstention.

A discussion was then held regarding getting information out to the public regarding the current building plans and progress. Chris advised that he has a request from a local radio station to interview him about

the current building project. After committee discussion it was agreed that no radio interview should be done at this time and that the media could come to the committee meetings to get project information. It was agreed that until the next rough cost building estimates were completed the committee should hold off with additional press information.

Several discussion then took place regarding soft costs estimates and the Town Hall Renovation committee wanting the Public Safety Building committee to move the fire horn presently located in the town hall. Committee then requested that the Fire Chief look into the fire horn issue as it is a requirement for the town's public fire reporting system.

Next committee meeting was set for Thursday November 30 at 7:00 PM Town Hall.

To ensure the necessary perimeter paving berm gets installed during the rough coat paving process a motion was then made by Mary and seconded by Al to authorize the town administrator to authorize PJ Keating for the installation of a black top berm. It was estimated that the total cost for the berm installation would be approximately \$1600 (800 feet @\$2 per foot). Committee voted to approve the motion.

Motion was made to adjourn by Chief Barrett and seconded by Jason. Committee voted to adjourn at 9:05 PM

Committee Handouts:
Meeting Agenda

Respectfully submitted
Jeff Brooks