

**Town of Holden
Public Safety Building Committee
Meeting Minutes December 15, 2010**

6:00PM

Police Conference Room

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

Absent: Bob Beck, Mary Ryan

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

Others Absent: Michael McKeon, Kaestle Boos Associates
Mike Pagano, Lamoureux Pagano 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 December 15, 2010.

Mr. McAndrew with KBA presented Committee with COP's 73-r1 (Add Fire Protection Waterline to Exist Building \$13,952.50), 109-01 (Additional Boulder Wall Work \$2,277.27), 122-01 (Add Sleeves to Apron \$6,859.81), 143-01 (Remove Concrete Apron at Exist Fire Station \$2,136.61), 164-01 (Trim Out Stair 1 Display Case \$158.58), 165-01 (Provide Concrete Sidewalk at Carport \$602.86), 168-01 (Installation of Owner Supplied Items \$896.98), 183-01 (Apparatus Bay Slab Modifications \$1,296.13) 184-01 (Install 6" PVC Wall at FD Slop Sink \$968.22), 187-01 (Install Power in Watch Room for Monitors \$811.07) not to exceed recommended approval.

Motion by David White, seconded by Brian Forts, it was **UNANIMOUSLY VOTED TO APPROVE COP'S 73-R1 (ADD FIRE PROTECTION WATERLINE TO EXIST BUILDING \$13,952.50), 109-01 (ADDITIONAL BOULDER WALL WORK \$2,277.27), 122-01 (ADD SLEEVES TO APRON \$6,859.81), 143-01 (REMOVE CONCRETE APRON AT EXIST FIRE STATION \$2,136.61), 164-01 (TRIM OUT STAIR 1 DISPLAY CASE \$158.58), 165-01 (PROVIDE CONCRETE SIDEWALK AT CARPORT \$602.86), 168-01 (INSTALLATION OF OWNER SUPPLIED ITEMS \$896.98), 183-01 (APPARATUS BAY SLAB MODIFICATIONS \$1,296.13) 184-01 (INSTALL 6" PVC WALL AT FD SLOP SINK \$968.22), 187-01 (INSTALL POWER IN WATCH ROOM FOR MONITORS \$811.07) NOT TO EXCEED RECOMMENDED APPROVAL.**

Mr. McAndrew presented the Certificate for Substantial Completion (11/30/10). The certificate has been signed by the Architect and Contractor and was being presented to the Committee for signature. The Contractor has 45 days from the date of the Certificate (11/30/10) to complete punch list work. Warranties are now in effect.

Mr. McAndrew recommended Requisition #19 for approval in the amount of \$181,570.53.

Mr. McAndrew presented Change Order #12 in the amount of \$6,631.26 for Committee signature.

The Committee reviewed FF&E invoices recommended for approval by Kristin Smith with KBA. Invoices #12084 and 12086 were recommended for credit approval. Mr. McAndrew said Ms. Smith was reviewing several invoices that arrived late for recommended approval. These will be presented to the Committee for approval in 2011. Invoice #12085 was returned to KBA for later submission due to an error on the bill. The Committee signed all approvals as presented and recommended by KBA.

Renovations to the existing building for bid purposes will reflect the roof replacement of the existing building and will be architectural and structural in nature. The documents will be available mid-January for bid in the Central Register.

3. Project Management

Mr. Kaczmarek reviewed on going punch list items. Railings were installed for the back stairs to the existing building. Mr. Kaczmarek submitted the bill for signature and payment. Mr. Kaczmarek presented a proposal for have the bronze medallion inlayed (\$675.00). Mr. Kaczmarek presented a bill from the HMLD for fiber work and a bill for work on the asphalt driveway. Floor cleaning machines were tested and Mr. Kaczmarek recommended the Committee purchase the TomCat MiniMag machine.

Pump failures due to seal failures in the mechanical room are still not repaired. Mr. White recommended that extra seals for the pumps be kept on site for future use. The seals have been returned to the manufacturer for testing. Three seals have failed to date. Mr. Kaczmarek said he has requested through the contractor that an entire pump be kept on site for emergency replacement purposes. On going issues with radiant heat in the apparatus bay and sally port are being investigated. Overall, mechanically, the building is doing well, especially in the recent cold weather.

Cork floor replacement update. Mr. Kaczmarek requested that the cork flooring in the entire kitchen area be replaced with tile (Tile is installed in the sink/work area already). Mr. Kaczmarek informed the GC that the Committee would provide the tile and the GC would provide the labor.

4. Chairman's Comments

The sign is complete and is being tested.

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.

Next meeting is schedule for January 5, 2011.

Chief Chandler presented a bill for computer software training for staff for Windows 7 and Office 10.

Chief Chandler and Mr. Kaczmarek research the purchase of Smart Boards in January 2011.

Mr. Kaczmarek will contact Carousel Communications regarding replacement phone cords.

5. Adjournment

Motion by Brian Forts, seconded by Karl Makela, it was **UNANIMOUSLY VOTED TO ADJOURN THE DECEMBER 15, 2010 MEETING AT 7:14PM.**

APPROVED: