

DATE: November 1, 2021
TIME: 3:40 PM

DPW/BPD Building Committee Meeting Minutes
August 12, 2020, 7:00PM Held via Zoom due to COVID-19

Meeting called to order at 7:04 PM, members in attendance Anthony Ferrante, Anne Marie Mahoney, Steve Rosales, Fitzie Cowing, Bill Shea, Judith Ananian Sarno, Chief James MacIsaac, Megan McCallon, Ted Galante, Mike Smith, Tom Gatzunis, Mark Hurley, Roy Epstein, Mike Santoro, Jay Marcotte, joining meeting at 7:18 Rich McLaughlin

- Review of current conditions and progress at BPD
 - Review of retaining wall work, geogrid laying, etc.
 - Review of interior work
 - DPW - Door finally in!
 - Curb cut on Pleasant street to be done shortly, hopefully within next two weeks. Closing other existing curb cut will occur at a later date. Hopefully curbing from new cut can be re-purposed to closing old curb cut
 - DPW has some remaining HVAC issues, particularly in front foreman's office. Due to these remaining issues DPW is still not yet clear.
 - Review of remaining DPW concerns, in process to address said concerns
 - Discussion of presentation of DPW work to general public, Covid challenges to that, potential town meeting presentation
 - Return to BPD
 - Stairs issue, while general light repairs would fall under the initial CPA disbursement, more would be required in order to re-do the stairs to the extent it seems we will need to at this juncture
 - CPC indicated that we should request the highest possible amount needed and return any funds not needed.
 - Efforts will be made by the committee to have the application in by August 21. An extra meeting will be called by the CPC by the first week of September.
 - Review of RFP results for Commissioning Agent, discussion of cost
 - Discussion of current contingency budget, available amounts, etc.
- Advised to accept from all relevant advising parties
- Chair Mahoney entertains motion to hire a commissioning agent, and to hire CHA as such agent due to lowest responsible proposal, so moved by Member Ferrante, seconded by Member Cowing, unanimous approval.
 - Generator load test completed last week and passed with flying colors
 - In discussion of next meeting dates, committee determines it is necessary to authorize Chair Mahoney, Member Ferrante, and Member Smith to complete any and all necessary paperwork and submissions to CPC for additional funding as related to stairs. So moved by Member Cowing, seconded by Member McLaughlin, unanimously approved.
 - Selection of September 1 for next meeting date with backup date of September 3 due to possible election conflict

- Review of Minutes, Chair Mahoney entertains motion to accept minutes as amended, so moved by Member Ferrante, seconded by Member Rosales, unanimous approval
- Chair Mahoney entertains motion to accept all invoices presented (invoices included below), so moved by Member Ferranted, seconded by Member Cowing, unanimous approval (Note that Galaxy invoice was previously approved but re-approved tonight due to typo in previously accepted invoice)
- Invoices:
 - In the amount of \$61,107.69 to be paid to Galante for Invoice # 1809-017
 - In the amount of \$10,628.67 to be paid to Galaxy for Invoice # 102957
 - In the amount of \$10,000.00 to be paid to Galaxy for Invoice # 103226
 - In the amount of \$13,750.00 to be paid to Galaxy for Invoice # 103411
 - In the amount of \$7,500.00 to be paid to Modulease for Invoice # 11736
 - In the amount of \$3,060.00 to be paid to NERAC for Invoice # 121
 - In the amount of \$3,024.00to be paid to NERAC for Invoice #122
 - In the amount of \$570.00 to be paid to Triumph for Invoice # 101314
 - In the amount of \$2,405.21 to be paid to UTS for Invoice # 89442
 - Meeting adjourned