

DATE: December 7, 2020
TIME: 2:08 PM

**DPW/BPD BUILDING COMMITTEE MINUTES
THURSDAY, SEPTEMBER 3, 2020
7:00 PM by Zoom**

Members present:

Anne Marie Mahoney, Stephen Rosales, Anthony Ferrante, Judith Ananian Sarno, Michael Smith, Richard McLaughlin, William Shea, Assistant Police Chief Mark Hurley, DPW Director Jason Marcotte, DPW Assistant Director Michael Santoro, Architect Ted Galante, OPM Thomas Gatzunis, OPM Megan McCallon.

Members absent:

Fitzie Cowing, Roy Epstein, Police Chief James MacIsaac

Also present: DPW neighbor Ariana Belkadi

Meeting called to order at 7:05 pm.

DPW Project:

- Malfunctioning security cameras are now working. This was not a licensing issue.
- Fiberglass wall adjustments are now complete in the garage area.
- Air conditioning is now working properly.
- Facilities and DPW will monitor systems to make sure they are working properly.
- The bug issue has been resolved.

Town Meeting Presentation of DPW Project:

Steve Rosales is working with Mike Santoro and Belmont Media to film a ten-minute video of the DPW work to show at Town Meeting. Megan may help with drone footage.

Police Station Project:

- The application to the Community Preservation Committee for emergency funds to rebuild the front stairs was submitted on time thanks to the quick work of Anthony Ferrante, Mike Smith, Ted and Tom. CPC has recommended the project to Town Meeting. The Select Board, Warrant Committee and Capital Budget Committee will take positions on this project and there will be a representative to each board from the Building Committee.
- Ted will work with the masons to get a price for the front stair work. The preliminary numbers for the surface level work are good. The \$100,000 request should be enough money. This work must be done before it gets too cold. This work must coordinate with the return of dispatch to inside the building.
- Thanks to Lisa Harrington of the Historic District Commission and Mike Smith for their work on the mortar color for the exterior of the building.
- DPW is doing the new curb cut for the station.
- The retaining wall is nearly complete. There is about one week of work left. It looks good from both sides. The soil is being taken out and taken away to the Nashua facility.
- Interior painting is being done now.
- The vinyl tile is down.
- The plumbing fixtures are being installed.
- The furniture that must attach to walls is being installed.

- The communications antenna and mast are done.
- The levelling slab has been poured in the holding cells.
- The sally port and parking deck slabs will be poured next week.
- We are still on target for a substantial completion date of December 6. The interior of the building is looking very good.
- Dispatch will take a month to move back into the building and that process is already beginning.
- Landscaping on the site will have to wait until spring.

In “uncertain” news from Ted:

- He is not sure about the status of the terra cotta panels. Ted thinks the metal frame system will arrive on September 14. The terra cotta is due two weeks later – from Italy, which is behind by about 6 weeks due to Covid. The question becomes can we complete the exterior of the building while we wait for the terra cotta? The answer is “yes” except for the exterior lights and cameras. And the understanding that the building will lose heat without the terra cotta.

More updates:

- Tom updates the Committee on a request from the direct abutter on Pleasant St. The neighbor has requested access through the police site for delivery of materials to regrade his yard. Tom has met with the neighbor, his contractor, a representative from GVW, John Lebica to review what must happen to allow this work. Tom has also informed the Town Administrator. Insurance from all parties must be in place. The Town and GVW must be held harmless and there must be no adverse effect to the Police site or project. The work will take place this Saturday, September 5.
- Tom notes that the value paid to GVW is on track with the progress of the project.

Cash Flow:

- The Committee received cash flow information from both the Town Accountant’s office and the Sarnos.
- It was noted that the furnishings have come in at around \$99,000 which frees up \$36,000 from the Capital Budget F, F, & E allocation to cover part of the remaining \$55,000 balance on the lockers. Warrant Committee Reserve Fund transfer is covering the soils issues.
- The kitchen and remaining balance on the lockers could be covered by the money saved from the Town’s purchasing the modular units. If Town Meeting approves the purchase of the modulars the Committee could save the take-down fee of \$25,000 and the monthly lease payments which could total \$77,000.
- The commissioning agent will cost \$28,000. This leaves about \$300,000 in contingency. All moneys will be resolved at the completion of the project and any unused Warrant Committee money will be returned.

Next Meetings:

- The Committee agreed to meet on Tuesday, September 22 at 3:00 to tour the police station. Any members who cannot make that day and time can meet with Tom for a tour on a different day.
- Next Building Committee meeting will be Thursday, October 1 on zoom at 7:00 pm.

Minutes:

- Minutes of August 12 were approved unanimously with two corrections. Correct the spelling of Anthony Ferrante's name on page 2. List the dates of the minutes that were approved on August 12. Motion to approve as amended was made by Anthony Ferrante and seconded by Richard McLaughlin.

Invoices:

- Judith Sarno presented five invoices which were approved unanimously by the committee. Roy Epstein moved acceptance and Richard McLaughlin seconded.
- In the amount of **\$14,000.00** to be paid to **Daedalus** for **Invoice #200802**
- In the amount of **\$7,500.00** to be paid to **Modulease** for **Invoice #12028**
- In the amount of **\$570.00** to be paid to **Triumph Modular** for **Invoice #98666**
- In the amount of **\$570.00** to be paid to **Triumph Modular** for **Invoice #101314**
- In the amount of **\$3,330.00** to be paid to **UTS of Massachusetts** for **Invoice #89881**

Ariana Belkadi thanked the committee for allowing her to "attend" by zoom.

Meeting adjourned at 8:09 pm.

Respectfully submitted,

Anne Marie Mahoney