

Police Facility Building Committee

March 6, 2019 4:00pm

Minutes

Agenda:

1. **Meeting called to order** at 4:01pm by Chair Noyes. Attendance: Members present: Charles Noyes, Dusty Meier, Jerry Ellis, Peter Meier, Stanley Andrews, John O'Brien, Martin Greene, Richard White, Chief Woodside, Sgt. Stowe. Excused-John Redman. Also present Joe Sullivan, John Feeley, Glenn Cannon, MJ Mastrangelo.
2. **Approval of Minutes:** None
3. **Review/Approval of Bills:**
 - a. Invoice submitted by Briggs Engineering in the amount of \$5,500 for services, subject to verification by John Feeley of Daedalus for construction administration. Motion to approve payment made by Stanley Andrews, seconded by John O'Brien. Unanimous vote to approve by members.
 - b. Daedalus invoice submitted in the amount of \$24,000. Motion to approve for payment made by Stanley Andrews, seconded by Peter Meier. Unanimous approval
 - c. KBA invoice submitted in the amount of \$15,812.50. Discussion followed regarding the timeline of billing submitted and remaining in the contract. Moved for approval by Stanley Andrews, seconded by Jerry Ellis, with the provision to adjust further invoices with time remaining in contract and approved contract funding.
 - i. Change Orders #12: Removal of rock under foundation corner, in the amount of \$7,355.50. Recommended by KBA for approval, after discussion motion made by Stanley Andrews, seconded by John O'Brien. Unanimous approval.
 - ii. Change Order #13: Add 2 inch sanitary line connection, in the amount of \$1,473.12. After discussion, motion made by Stanley Andrews, seconded by Dusty Meier. Unanimous vote to approve.
 - iii. Change order #16: Removal of unsuitable materials from site in the amount of \$30,977.00. This cost to be shared with Wastewater Project. Motion to approve made subject to shared cost with Wastewater made by Mr. Andrews, Seconded by Peter Meier. Unanimously approved.
 - iv. Change order processing: In the future change orders will be review by several members of the committee prior to submittal before the full committee. Stanley Andrews and Chief Woodside was asked by the Chair to serve in the review capacity. Dusty Meier will be an alternate if needed. Chief Woodside asked if he was not available, could he send his representative. The Chief's request was approved.
 - d. Invoice #7: Joe Sullivan and KBA submitted invoice 7 from the general contractor in the amount of \$439,668.69 (after adjustments) and with their approval. Discussion followed regarding the Wastewater project's shared cost, and the need to forward to the Wastewater Committee. Motion made, and amended, by Stanley Andrews, seconded by Dusty Meier, to pay invoice #7, after adjustments made to figures including the retainage fee to pay invoice #7. Unanimous vote to approve. Joe Sullivan made the comment that in the future submittals for payment must be in his hands in sufficient time for review prior to coming before the committee.

4. **Project Update:** John Feeley members with the progress up to this point. Steel erection is complete and work on leach fields continue. A document was distributed with this information. Joe Sullivan advised the committee that the project is back on schedule. KBA distributed an update to members with the work completed and underway at the site. There are currently 11 change orders under review.
 - a. **By-Pass Access:** Sgt. Stowe advised the committee that the approval process is in Boston awaiting further review and some additional information.
 - b. **Wastewater update:** Joe Sullivan updated the committee on the processes underway with the Wastewater project.
5. **Public Comments:** None
6. **Next meeting:** April 3, 2019
7. **Motion to adjourn:** Motion to adjourn made by Peter Meier, seconded by John O'Brien. Vote to adjourn at 4:55pm.

Prepared by Charles Noyes

Approved: April 3, 2019