

MEETING MINUTES

Meeting: Fire Station Building Committee **Meeting Date:** May 16, 2023
Location: Baker Conference Room **Meeting Time:** 7:00 PM

Attending:

Paul Gardiner
 Eugene Sullivan
 Chief Madden
 Bryan Fors – OPM
 Jeff Shaw-Architect
 Brian Walsh
 John Sheldon - P
 Brian Beaupre - P

Absent:

Ellen Anselone
 Mark Boyle
 Philippe Genereux
 Marianne Kinsella;
 Webb Collins

Item	
1	Call to Order: 7:15 PM
2	Citizen’s Speak: - None
3	Chairman’s Update: - Chair Walsh spoke to the recent town meeting, and that he did not get involved in providing an update on the Fire Station projects. - Chair Walsh has provided a list of names that have been a part of the FSBC, and Context will provide a proposed layout for an additional plaque to be located in the new HQ building. - Chair wanted to reiterate that if there are emergency changes that are under \$10,000, he would take it under advisement on whether to approve. This will be on an emergency basis only. Project team will make all efforts to present all changes to the committee.
4	Review and Approval of Prior Minutes from 4/26 Meeting: - Chief Madden made a motion to accept. Mr. Sullivan Seconded. Vote was unanimous among those that were in attendance at the meeting. - Chair Walsh asked to meet with Vertex about uploading all minutes from previous meetings to the website. Vertex is available for this meeting.
5	Vote to Approve any potential change orders: Vertex presented three construction potential change orders for approval.

	<p>PCO #5R3 – Drinking fountain - \$7,847.86 PCO #37 – Electrical changes to support rooms– \$2,313.79 PCO#38 – Darken Mortar at precast masonry - \$2051.74</p> <p>Mr. Sullivan made a motion to approve these 3 PCO’s. Seconded by Mr. Gardiner. A vote was taken and it was unanimous.</p> <p>A potential change was also discussed about the modification of the curb line and associated drainage changes. This cost came in higher than anticipated. The engineer and design team will be providing comments back to the contractor, and we will also be determining the cost of the asks of the engineering department. Vertex will be providing an update at the next FSBC meeting.</p> <p>With these changes, the project has a remaining contingency of roughly \$618,000. We are currently 40% spent with the general contractor and do not foresee any substantial changes to the contract.</p>
6	<p>Vote to approve any Purchase Orders for owner supplied items:</p> <ul style="list-style-type: none"> - None this month. Vertex anticipates bringing PO requests for station alerting and network switches to the next meeting.
7	<p>Update on East Station Project:</p> <ul style="list-style-type: none"> - Project is currently out to bid, and run through the Town’s procurement website. Bids are due on 6/7. Vertex will be working with the Town to properly advertise in the newspaper and in CommBuys. - There will need to be a decision on proceeding with the project after bids come in. FSBC meeting scheduled for 6/13.
7	<p>Discussion on Plaque:</p> <ul style="list-style-type: none"> - Context to put something together to present to the committee showing the names of the FSBC past and present.
8	<p>Vote to Approve Vendor Invoice Package:</p> <ul style="list-style-type: none"> - Mr. Sullivan made a motion to accept the invoice packet containing Vertex (\$42,490.40), Context (\$41,377.50) and G&R (\$958,423.65). Mr. Gardiner seconded. A vote was taken and it was unanimous.
9	<p>Next FSBC Meeting:</p> <ul style="list-style-type: none"> - Next meeting will be held on June 13th. A room will be reserved at town hall.
10	<p>Adjourn:</p> <p>Meeting adjourned at 8:20</p>
	<p>List of Documents at the meeting:</p> <ul style="list-style-type: none"> - 4/26 FSBC minutes - PCO Log - Recommended PCO’s - Vertex monthly report - -
	<p>-</p>

Monthly Picture Update:



Mechanical Structure on roof



Precast stone around perimeter of building



Air Vapor barrier installation



Apparatus Bay slab pour complete