

FIRE HEADQUARTERS BUILDING COMMITTEE

March 7, 2024 5:30 pm

2024 APR 16 PM 6:23

Members in attendance: Chair D. Rudge, Vice Chair/ Clerk R. Hamilton, B. Gasco

M. Mann, P. Concemi, S. Piscitelli, S. Kosiba, J. Cadrin

Guests in attendance: Karyn Clark (Town Manager), Joe Sullivan and Aditya Modi (CHA Consultants), Peter Balkus (Board of Fire Engineers)

Minutes from February 6, 2024: Motion by Jason and seconded by Brian to accept; passed (1 abstain, P. Concemi)

Dave presented the following invoices for processing:

Invoice # 71648-26, CHA, dated 3/6/2024 for \$23,000 for construction administration: Motion by Paul and seconded by Steve P. to pay the invoice; unanimous

Invoice # 00020, Castagna Construction, dated 2/29/2024 for \$78,832.05 for construction work (invoice reviewed by Context, CHA and Clerk of the Works); Motion by Paul and seconded by Maxine to pay the invoice; unanimous

Invoice #62262, EH&E, dated 2/15/2024 for \$1,350.00 for commissioning: Motion by Paul and seconded by Maxine to pay the invoice; unanimous

The following FF&E Invoices were presented:

Invoice #4015, L W Bills, dated 2/16/2024 for \$39,901.50 for municipal fire alarm system install: Motion by Paul and seconded by Maxine; unanimous

Invoice #075580, Sclamos, dated 1/5/2024 for \$2,733.00 for a dining set: Motion by Paul and seconded by Steve P. to pay the invoice; unanimous

Invoice #115924, B2B My Go To Source, dated 2/20/2024 for \$6,795.74 for AEDs: Motion by Paul and seconded by Maxine; unanimous

Invoice #141689, Worldband dated 2/26/2024 for \$15,297.76 for network & WiFi installation: Motion by Paul and seconded by Maxine; unanimous

The following FF&E quote was presented:

Quote from B2B My Go To Source dated 3/4/2024 for \$1,157.98 for additional Day Room furniture: Motion by Paul and seconded by Brian to approve the quote: unanimous

Joe gave an update on the last couple weeks with the project: He thanked Jason (the Assistant Building Inspector) for stepping up to assist the architect with the punch list, a meeting today discussed the pending issues, it's an affidavit controlled construction, they are in process to determine responsibility for details, identify items that may need changing after occupancy, monetizing a punch list, after everything is complete the building warranty covers for 1 year, there will be a walkthrough as a group just prior to the 1 year warranty end to be sure no items remain, waiting on an insurance changeover, the Town Manager and Joe will meet with the insurance carrier.

Joe explained a need for a contract extension for CHA. Their contract ended near the end of December of last year. They are proposing a 2-month extension (January & February) at \$28,000

per month for a total request of \$56,000. They will continue the March work without additional costs. Motion by Paul and seconded by Brian to approve a 2-month extension for \$56,000: unanimous (to be signed by Town Manager Clark and Chairman Rudge).

Maxine questioned why it showed the electrical contractor was still owed 50% of their money. Joe and Rich explained there were still some line items not completed such as the closeout and some lights were still backordered. Overall, they have been paid most of their money minus retainage. Joe also explained they will substitute some lights temporarily that will function the same but of a different style until the permanent ones come in.

Adi explained the budget and remaining funds. For the next update he will move all uncommitted funds into one summary.

Dave explained the proposal for an Open House on May 19th. Rich handed out a list of ideas for the committee to review. Dave read each item and asked for any feedback. At the next meeting we will discuss the event. All agreed on the date and basic plan for the open house.

US Dept. of Commerce construction reporting: Rich reported the final monthly report was sent in and a copy was sent to all committee members

Motion to adjourn by Paul and seconded by Brian: unanimous.

Adjourned 6:05 pm

Next Meeting: April 16, 2024 5:30 in the Large Conference Room at Town Hall

March 7, 2024 Fire Headquarters Building Committee Minutes

David J. Rudge

Rich P. Hal

Richard P. Hamilton

Brian K. Gasco

Brian K. Gasco

Maxine J.

Maxine J. Mann

Paul T. Concemi

Bruce M. DeVault

Steven P.

Steven P. Piscitelli

Steven M.

Steven M. Kosiba

Jason D. Cadrin