

FIRE HEADQUARTERS BUILDING COMMITTEE

February 7, 2023 5:30 pm

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Members in attendance: Vice Chair/ Clerk R. Hamilton, B. Gasco, M. Mann, P. Concemi, S. Piscitelli, B. DeVault, S. Kosiba, J. Cadrin

Guests in attendance: Jeff Shaw, Sean Coveney (Context Architects); Alyssa Chatani (CHA Consultants); Peter Balkus (Board of Fire Engineers)

Pledge of Allegiance

Minutes from January 3, 2023: Motion by Paul and seconded by Steve K. to accept; unanimous.

Rich presented the following invoices for processing.

Invoice # 00028a, Context Architecture, dated 2/1/2023 for \$20,000 as part of Design Development; Motion by Steve K. and seconded by Steve P. to pay the invoice; unanimous.

Invoice # 00028b, Context Architecture, dated 2/1/2023 for \$30,000 as part of the Construction Administration; Motion by Paul and seconded by Maxine to pay the invoice; unanimous.

Invoice # 71648-13, CHA, dated January 27, 2023 for \$24,000 for construction administration: Motion by Brian and seconded by Paul to pay the invoice; unanimous

Invoice # 00007, Castagna Construction, dated January 31, 2023 for \$1,388,881.43 for construction work (invoice reviewed by Context, CHA and Clerk of the Works) ; Motion by Steve P and seconded by Brian to pay the invoice; unanimous

Invoice #INV0222826, Briggs Engineering, dated 12/31/2022 for \$7,532.00 for testing services: Motion by Bruce and seconded by Steve P. to pay the invoice; unanimous

Invoice #58400, EH&E, dated January 18, 2023 for \$1,050.00 for commissioning services: Motion by Brian and seconded by Paul to pay the invoice; unanimous

Sean Coveney gave a project update: Roof trusses should be here this week, additional underground work is being done, submittals wrapping up, some substitutions on materials were made, the FF&E is in progress, he brought some interior finishes to show the committee. Paul asked if there had been any complaints, there was none anyone was aware of.

Alyssa gave a project update: They hired EH&E and have been working with them on a commissioning plan, there will be a meeting setup with them and the sub-contractors, they are involved with the FF&E work, Manny has been sending out daily Raken reports. Maxine asked about commissioning, Alyssa explained it's to confirm all systems work as designed, they need to understand the operation of each system and test it to be sure it actually does what is expected from it, Jeff added that in this project 100% of the systems will be tested and not just a portion. Paul asked if there are sufficient electrical outlets in the building, They replied there are many and a lot of them also have USB outlets in them. Jeff and Brian explained it was reviewed with the initial plans and Jeff mentioned there will be a walk through after they are marked out to be sure they are installed in the proper places before installation. Rich asked if we were being charged permit fees as there were some items on the invoice that showed them, and the town wasn't charging any, Jeff explained that was just a standard line that stated permits and submissions and we were not charged any permit fees.

Rich brought up the 2 accepted change orders; change order #4R was the amended version of what was accepted at the last meeting, change order #5 was accepted by the sub-committee to add another riser to the primary pole at the request of National Grid at \$1,543.67.

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





Rich discussed the FF&E (furniture, fixtures and equipment), there is a budget of \$800,000 and it will be up to the committee to purchase the items for it. He explained it includes the town fire alarm system and radio system, amongst the appliances and furniture. We will put it on the agenda for the next meeting to agree on a system to approve and purchase everything and to prioritize the list.

Motion to adjourn by Paul and seconded by Bruce: Unanimous.

Adjourned 6:05 pm

Next Meeting: March 7th 5:30 in the Large Conference Room at Town Hall

February 7, 2023 Fire Headquarters Building Committee Minutes

	<u>David J. Rudge</u>
	<u>Richard P. Hamilton</u>
	<u>Brian K. Gasco</u>
	<u>Maxine J. Mann</u>
	<u>Paul T. Concemi</u>
	<u>Bruce M. DeVault</u>
	<u>Steven P. Piscitelli</u>
	<u>Steven M. Kosiba</u>
	<u>Jason D. Cadrin</u>