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**By E Agro at 8:18 am, Dec 10, 2018**

**Police Station Building Committee**

**Meeting Agenda**

Mendon Town Hall – Upper Level

Thursday, December 13, 2018

7:00 p.m.

7:00 p.m. Call to Order

7:01 p.m. Approval of Meeting Minutes – December 6, 2018

7:02 p.m. Review Open Action Items on Decisions and Actions Log

- Update on documentation for easement from abutter to the Town to support an electrical feed, future second site egress, etc. – Don/Chief Kurczy
- Update on AAB waiver for elevator. – Tim
- Update on request for variance for lift. – Jackie/Kevin (KBA)
- Set up meeting with Historical District Commission to review plans, sample windows, siding, etc. – JP Parnas
- Share storm water plan with Town Administrator when available. – Mary agreed to share the existing plans with the Town Administrator and can follow up with the “as-builts” at a later time.
- Update on new Mendon Police Station sign from Karen Mullen of Signs Plus. – Eric
- Send a letter of intent to Tower Construction awarding them the contract as general contractor for the police station project – Mary
- Contact Kim Newman about issuing a letter of award from the awarding authority (Town) once funds are available to pay for the general contractor. – Don
- Send the general contractor contract to Tower Construction for review and approval. – Kevin / Mary
- Follow up with Kim Newman on the availability of a section of the upstairs at the former Taft Library. – Don

7:20 p.m. OPM/Architect Update

7:35 p.m. Invoice Approvals; Chair/OPM Spending Approvals; Budget Update

- Review New Invoices
- Revisit \$4725 August Invoice from KBA for Cost Estimating

7:40 p.m. Next Meeting Date, Time, and Agenda

7:45 p.m. Items Not Reasonably Anticipated 48 Hours Prior to Meeting

Adjournment

The listing of matters above are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Also, the timeframe for each topic is a general guideline and may not be strictly adhered to.