

Approved October 14, 2020

Mendon Police Station Building Committee Meeting
Mendon, MA 01756
Wednesday, September 30, 2020
6:30 p.m.

Join via Microsoft Teams Meeting or
Phone: 347-467-1434 Conference ID: 454 070 750#

I. Call to Order

The meeting was called to order at 6:34 pm by Joe Cronin.

Joe and Don explained the ground rules for the meeting as it was being conducted remotely, consistent with Governor Baker's Executive Order of March 12, 2020 due to the current State of Emergency in the Commonwealth as a result of the outbreak of the "COVID-19 Virus."

Joe took roll call to identify the members present.

Building Committee Members Present:

Joe Cronin, Police Chief Dave Kurczy, Don Morin, JP Parnas and Linda Thompson

Others Present:

Mary Bulso, Owner's Project Manager, Central Mass Projects

Peter Gaudreau, Construction Administrator, Kaestle Boos Associates (KBA)

II. Approval of Meeting Minutes – September 16, 2020

MOTION: A motion was made by Don Morin, seconded by JP Parnas to accept the meeting minutes from September 16, 2020.

DISCUSSION: None

VOTED: Approved on a unanimous vote via roll call

III. Review Open Action Items on Decisions and Actions Log

- Town Well Pressure Switch and Pump Replacement – Don stated that there was no new information to share, and that the contractor hired by the Town is working with MA DEP to try to fast track the drilling of a new well.
- COVID-19 Expense Reimbursement – Don stated that he spoke with Mendon Town Counsel on Friday, September 25th. She informed him that she has had conversations with Tower's lawyer and suggested that Don and Patrick Fitzgerald from Tower Construction speak to discuss each side's position in order to better understand where each is coming from. If a compromise can't be reached, they will likely be headed to mediation.

- Dimming of Blue Lights – Pete stated that he did not have any new update to share on this item. Mary stated that she would reach out to Patrick on Thursday to ask.
- Signet Audio Work in Lobby/Booking – Chief Kurczy stated that Nick Erskine has confirmed that the audio is working in both the lobby and booking areas of the new station. He added that the key card for the door to the main lobby is expected to be installed soon.
- Placement of Manton Memorial – Chief Kurczy stated that he is not sure when the placement will take place. He asked when the landscaper was coming back to seed the area and Pete stated that the hydro seeding is planned for October 14th. Chief Kurczy will reach out to Ackerman to try to get the memorial installed prior to the hydro seeding. Joe asked if the stone needed a concrete base and the Chief believes that Ackerman will install a concrete slab prior to placing the monument. Mary added that a granite plate is another good option. Chief Kurczy will ask Ackerman for their recommendation and will comply with what they suggest.

IV. OPM Update

- Many of the closeout documents were dropped off to KBA earlier today (9/30.) Pete still needs to go through them to confirm what was received. The permanent core key records are supposed to be with these documents. A special core in the detention area is still pending.
- The detention furniture is due to arrive this week and the replacement glass was shipped earlier in the week.
- Mary is awaiting the updated attic stock list from Tower to confirm that the electrical items and the four remaining architectural items have been received. The attic stock gaps are captured on the punch list.

V. Architect Update

- Pete walked through the remaining items on the punch list. There are about two dozen line items left with a monetized value of \$29,300 as of September 28th. Several of the items involve closeout documents and as built drawings, and Pete received a large box from Tower earlier in the day today (9/30). He will go through the box to determine if all the outstanding documents have been received. Tower is disputing three of the items on the punch list, and six items are listed as warranty items. One of the disputed items regards the cleaning of all glazing. Tower contends that they did this already but Pete doesn't recall this happening. Mary added that painting and sanding took place recently which likely caused the windows to become dirty. She added that Tower will need to come back to clean the windows.
- Pete explained that Araujo Plumbing is expected on site on Friday, October 2nd to address the septic system alarm issue. They have identified a problem with pump 1 and will repair or replace the pump as a warranty item. Don asked why a few of the punch list items were listed as warranty items as they never worked from the

start. Mary asked if GGD signed off on these items and Pete said yes. Therefore these become warranty items. The major item is the sewer pump issue. The Committee will wait to see what Araujo is able to determine on Friday and take it from there. Mary suggested that the Town have its septic contractor on site at the same time. Don said he would reach out to Dan Byer to try to arrange this if someone could provide him with confirmation of the time that Araujo will be arriving on Friday. Mary said that she would follow up with Patrick on Thursday to ask when to expect Araujo.

- The HVAC Testing and Balancing Report was approved by GGD.
- Pete reminded the Committee that via COP # 056 rev. 2 Tower is asking for \$3022.56 for additional COVID-19 reimbursement expenses for labor and materials for the site contractor over a six week period in April and early May, and that KBA pushed back asking for backup information. KBA has still not received a written response from Tower.
- Pete reminded the Committee that PR 028 rev. 1 was sent to Tower asking for reimbursement for electricity charges from mid-March through mid-July but KBA still has not received a written response from Tower.
- Pete informed the Committee that he needs to check if the sign-in sheets and training videos were received along with the closeout documents that were delivered to him earlier in the day. Chief Kurczy added that sign-in sheets were not used for any of the training, so he and Nick Erskine are going to reproduce them after the fact.
- Pete finished his update by informing the Committee that he has not received an application for payment from Tower for the month of September.

VI. Invoice Approvals, Chair/OPM Spending Approvals

- Nothing new to review.

VII. Items Not Reasonably Anticipated 48 Hours Prior to Meeting

- Chief Kurczy informed the Committee that he has started to have his officers use the locker room in the new station and they are starting to use the general area as well. Joe asked about the moving of evidence and Chief Kurczy stated that any new evidence that is received will go into the new building but the old evidence will remain in the former station until such time as the station is demolished. At that time the evidence that needs to be retained will be moved to the new station.
- Don asked if another extension for the punch list items needed to be provided as the Committee gave Tower until September 29th to complete all items at its last meeting. Pete recommended another two week or one month extension.

MOTION: A motion was made by Don Morin, seconded by JP Parnas to allow Tower Construction two more weeks (through October 13th) to complete punch list items.

DISCUSSION: Joe suggested extending through October 14th as that is when the hydro seeding is scheduled. Don amended his motion to reflect the 14th.

VOTED: Approved as amended on a unanimous vote via roll call

VIII. Next Meeting Date, Time and Agenda

The Committee agreed to post a meeting for Wednesday, October 14th at 6:30pm to review open action items; review any new invoices; get an update on the permanent core key records, attic stock and closeout documents from Mary; and obtain an update from Pete on the punch list, dimming of the blue lights and repair of the flickering sign, sign-in sheets and training videos, the septic system alarms, COP #056 Rev. 2 and PR #028 rev. 1.

IX. Adjournment

MOTION: A motion was made by Linda Thompson, seconded by JP Parnas to adjourn the meeting.

DISCUSSION: None

VOTED: Approved on a unanimous vote

The meeting adjourned at 7:23 p.m.

Minutes by Don Morin