

DRAFT

Mendon Police Station Building Committee Meeting
Mendon, MA 01756
Wednesday, December 9, 2020
6:30 p.m.

Join via Microsoft Teams Meeting or
Phone: 347-467-1434 Conference ID: 378 058 919#

I. Call to Order

The meeting was called to order at 6:37 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:

Mike Ammendolia, Joe Cronin, Police Chief Dave Kurczy, Don Morin and Linda Thompson

Others Present:

Peter Gaudreau, Construction Administrator, Kaestle Boos Associates (KBA)
Lawney Tinio, Member, Mendon Select Board

II. Approval of Meeting Minutes – November 4, 2020

MOTION: A motion was made by Don Morin, seconded by Mike Ammendolia to accept the meeting minutes from November 4, 2020.

DISCUSSION: None

VOTED: Approved on a unanimous vote via roll call

III. Review Open Action Items on Decisions and Actions Log

- Select Board Update Regarding COP #058 (COVID-19 costs) – Don informed the Committee that the Select Board met in executive session in November to discuss this topic and made an offer to Tower through Mendon's Town Counsel. Don attended that meeting with the Select Board to share his thoughts. Tower has provided a counter offer via their legal counsel to Mendon's Town Counsel and a follow up executive session will be scheduled by the Select Board at their next posted open meeting. Given the nature of the talks Don was not able to share any further details except that things are moving forward.

- Town Well Pressure Switch and Pump Replacement – Don informed the Committee that he was recently in contact with Dan Byer and Dan had no new information on the town well replacement. The company handling the work, McLure Engineering is working with the MA DEP to determine the best option for a new well to be drilled. There is limited space on the Town Hall campus to site a new well so the process will likely continue slowly.
- Signet Key Card on Door to Main Lobby and Door to Second Floor – Chief Kurczy stated that Signet still needs to come to the site to install the two key card readers. Pete Gaudreau will reach out to Signet to determine when they can do the work.
- Dimmer on Blue Lights: Is it acceptable? – Chief Kurczy stated that he has been in contact with the neighbor and the lights are not as bright as they were previously to the dimmer being installed, but he wanted to check to see if the dimmer could be adjusted further. Joe Cronin stated that he thought the lights looked great and to be careful about trying to dim them down too low as it may cause them to flicker.

IV. OPM Update

- Mary was unable to attend the meeting but sent a message to Joe and Don informing them that she had verified that all the attic stock was on site.

V. Architect Update

- Punch List: Pete informed the Committee that the punch list contained only one item: yellow/orange staining at the corner and wall near door on south side of building. Tower disputes that they own this item but KBA believes that they do and recommends that the \$2000 value for this item be deducted from the Town's final payment to Tower.
- Septic System Alarms: Pete explained that he, Nathan Ketchel from GGD and Don checked out the sewer ejection pumping system on Wednesday, December 2nd and both pumps are now working properly. The alarms have not sounded since the repairs were made in November so this item is now closed.
- Training Videos Table of Contents: Pete shared the table of contents for the training videos on the thumb drive provided by Tower. Joe asked if the thumb drive was checked to verify the correct videos were there and Pete said yes.
- Tower Application for Payment # 021: Pete explained that an application for payment has been received from Tower for \$13,875.02. KBA recommends that the Town pay \$11,429.29, holding back \$2000 for the item on the punch list that was not completed (mentioned above) along with a \$445.73 credit for National Grid bills Tower is responsible for during the months of April and May of 2020.

MOTION: A motion was made by Don Morin, seconded by Linda Thompson to approve the application for payment from Tower Construction for \$11,429.29 with \$7429.04 coming from the capital expenditure account and \$4000.25 from the CPA account.

DISCUSSION: Don added that this would be the final payment from the Town to Tower.

VOTED: Approved on a unanimous vote via roll call

- Joe asked if anyone had any questions for Pete and Don asked if Pete could give an update on the two warranty items still open on the punch list. Pete explained that Tower still needed to do some paint touch up work on the boots on the north and south sides of the building, and given the cold weather this might not happen until the spring. Also, one of the keys to the armory isn't working properly. Chief Kurczy explained that the grand master AAA key works on the armory door but that his master AA1 key does not. He spoke with Tower and they agreed to order additional AAA keys for the Chief to replace his AA1 keys.

VI. Invoice Approvals, Chair/OPM Spending Approvals, Budget Update

- There were no additional invoices to approve and no chair/OPM approvals took place since the last meeting, so Don gave a quick budget update. As of 12/9/2020 the project has a little over \$120K remaining to support the two alternates that were not awarded on the project (abatement/demo of existing station and final paving of the parking lot). This amount does not include any amount that the Town may need to pay for COVID-19 related expenses nor does it include the cost to install the two remaining key card readers by Signet.

VII. Items Not Reasonably Anticipated 48 Hours Prior to Meeting

- Don stated that one final invoice will be needed from Signet to cover the 5% retainage (\$6445.94) plus the cost of the two key card readers. The Town received a quote of \$3512.70 for the card reader on the first floor but Don has not seen a quote for the card reader to be located upstairs. Chief Kurczy said he would check his files to see if he received a quote from Signet for this second card reader. Since there are no plans for the Committee to meet in the future, Don suggested that the Committee authorize Joe Cronin to approve the final payment to Signet in the amount of approximately \$13K assuming the installation of the card reader on the second floor costs about the same as the one on the first floor.

MOTION: A motion was made by Don Morin, seconded by Linda Thompson to allow Joe Cronin to sign off the payment of the final invoice to be received from Signet in the amount of approximately \$13K.

DISCUSSION: None

VOTED: Approved on a unanimous vote via roll call

- Chief Kurczy asked Pete if he could follow up with Signet to check into whether the key card reader installed on the safe interview room was a design error or contractor error. This card reader was installed on a door that had no physical lock. No reader is needed on this door, so Chief Kurczy suggested asking Signet

to move it to one of the other two locations where a card reader is needed. Pete agreed to follow up on this.

VIII. Next Meeting Date, Time and Agenda

- Joe stated that no additional meetings are needed. He proceeded to thank the Committee members for their work over the past four years.
- Selectman Tinio then offer his thanks to the Committee for providing an unbelievable station that he is very happy with. He stated that he believes that the residents are also very happy with what the Committee has delivered to the Town. Selectman Tinio added that he can't thank the Committee enough on behalf of the Town.
- Chief Kurczy thanked the Committee on behalf of the entire Mendon Police staff for providing a safe and healthy building that the department can use for a long time. The new building provides for a good work environment for the entire department. He added that he had an opening for an officer in the department and that he has received lots of applicants who are interested in coming to Mendon to work. He believes the new building has something to do with this increased interest.

IX. Adjournment

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

DISCUSSION: None

VOTED: Approved on a unanimous vote

The meeting adjourned at 7:00 p.m.

Minutes by Don Morin