

## FISP Committee

Meeting Date and Time: February 8, 2017

Members Present: John Hadley, Chair, Jay Duggan, Ray Bricault, Chris Rucho, Robert Chisholm, Phil Mallet, Barur Rajeshkumar, Pat Crowley, Siobhan Bohnson, Kate Ivers

Also Present: OPM Tony DiLuzio, Architect John MacMillan, COA Director Lisa Viklund, and Town Administrator Anita Scheipers

Mr. Hadley called the meeting to order at 7:00 pm.

1. Minutes: a. Bob Chisholm moved and Chris Rucho seconded to approve the minutes of the Dec 20, 2016 meeting with one edit. Vote: 7 yes, 3 abstain. Motion passed. B. Chris Rucho moved and Bob Chisholm seconded to approve the minutes of Jan 11, 2017 as presented. Vote: 7 yes, 3 abstain. Motion passed. C. Jay Duggan moved and Chris Rucho seconded to approve the minutes of Jan 18, 2017 as presented. Vote: All yes. Motion passed. The minutes of January 5, 2017 were passed over.
2. Police Station:
  - a. OPM Report: Tony DiLuzio reviewed the various proposed change orders approved to date. He asked the committee to approve a proposed change order for the water line for a total of \$39,488. Bob Chisholm moved and Chris Rucho seconded to approve the change order as presented. Vote: All yes. Motion passed. Mr. DiLuzio explained that MassDOT has scheduled a site visit to come to look at the proposed drainage connection with the state drainage system. If the state does not approve the connection, the drainage plan may need to be revised. It was asked why the architect did not know that Rt. 12 is a state road and state drainage. Mr. DiLuzio stated it was not discussed during the Planning Boards peer engineer review completed by VHB. Mr. DiLuzio stated that the neighbor behind the project had emailed a complaint about the condition of his access road, but that the builder had repaired the roadway and the neighbor is satisfied.

The committee reviewed the recent letter from the Planning Board sent to Mr. DiLuzio which states that the Planning Board is willing to reduce the value of the remaining post construction inspection by VHB to \$500. This \$500 is in addition to the existing outstanding balance owed to VHB. There was frustration expressed by some members that there should be no need for additional VHB inspections since the project is already using third party engineers and an OPM who can ensure that all site work is completed to required specifications. It was agreed that a letter would be sent from John Hadley to the Planning Board stating that the Committee intends to pay the outstanding invoices, but that it is FISP's understanding that no additional VHB costs will be incurred.

b. Architect Report: Reinhardt Associates, Inc. architect John MacMillan informed the committee that his firm is being bought out by Caolo & Bieniek Associates, Inc. A proposed contract amendment to allow this contract transfer is being reviewed by town counsel. Chris Rucho moved and Pat Crowley seconded to recommend approval of the change order subject to final wording being approved by Town Counsel. Vote: All yes. Motion passed.

Mr. MacMillan presented the various exterior and interior finishes and colors for the building. Chris Rucho moved and Phil Mallet seconded to approve the finishes as presented.

c. Invoices:

- i. Chris Rucho moved and Pat Crowley seconded to approve the Cardinal Construction invoice of \$10,985. Vote: All yes. Motion passed.
- ii. Phil Mallet moved and Jay Duggan seconded to approve the RAC Builders invoice for \$231,892. Vote: All yes. Motion passed.
- iii. Ray Bricault moved and Siobhan Bohannon seconded to pass over the VHB invoices until a response was received from the Planning Board to the Chairs proposed letter.

d. Change Orders: Chris Rucho moved and Phil Mallet seconded to approve the change order to the RAC Builders contract in the amount of \$38,850. This change order reflects proposed change orders 4, 6, 7, 8 and 9. Vote: All yes. Motion passed.

3. Senior Center: John Hadley read a letter from the COA that stated they voted unanimously to endorse the one story design. Anita Scheipers stated that the architect has promised to have the one story plan rendering and budget details for the next meeting. COA member John Curran stated the decision was based on the lack of significant savings for a two story design over a one story design originally promised by architect John Catlin. Additional dissatisfaction expressed by COA representatives of the lack of effort made by the architect to meet with them, and to respond to various emails or phone calls in which they attempted to state their concerns regarding the proposed design.

The Committee reviewed the basic Phase 2 costs that would be needed to be asked for at the town meeting. Between the various costs detailed by John Catlin, and the additional costs suggested to be included by the Police Station OPM Tony DiLuzio, it appears that \$500,000 is a good number that would include a strong contingency value. The committee agreed they still do not have adequate solid information to move the funding question for the senior center at the special town meeting. It was agreed that the Committee would meet with John Catlin on either Feb 14<sup>th</sup> or Feb 16<sup>th</sup> to discuss the one story design and the related budget details. Anita Scheipers will confirm the date for all members.

4. Police station OPM Tony DiLuzio came back into the meeting to report that he just met with the Planning Board and that the Planning Board states they require the additional \$5000 to be placed on a retainer basis. He also stated that the Planning Board wishes to be kept more closely informed as to the status of the project. It was agreed that a member of the Planning Board could be invited to attend the weekly job site meetings, and Tony DiLuzio will provide them access to the OPM project management software, Procore, which includes all related plans, change orders and documents for the project.

6. Siobhan Bohanson moved and Pat Crowley seconded to adjourn the meeting. Vote:  
All yes. Motion approved. Meeting adjourned at 9:09pm.

Respectfully Submitted: Anita Scheipers

Date Approved: April 12, 2017