

## **FISP Committee**

**Meeting Date and Time:** December 5, 2018 – 5:30pm

**Meeting Location:** Town Offices, 140 Worcester Street, Room 210

**Members Present:** John Hadley - Chair, Chris Rucho - Vice Chair, Pat Crowley, Barur Rajeshkumar, Phil Mallet

**Members Not Present:** Siobhan Bohnson, Ray Bricault

**Also Present:** Anthony DiLuzio - OPM, Anita M. Scheipers – Town Administrator, Lisa Viklund – COA director

**Call to Order:** Mr. Hadley called the meeting to order at 7:00 p.m.

- 1. Meeting Minutes:** Nov 14, 2018 – Phil Mallet moved Chris Rucho seconded to approve the minutes.  
Vote: All yes. Motion passed.
- 2. OPM Report:** Tony DiLuzio gave an update on the senior center project. Drywall finish work is in process. Finish tile is going into the bathrooms. Binder paving in driveway and parking areas and the driveway areas is in, as are sidewalks and pavers. The fire system pump house has been installed. A dispute has risen about the finish flooring of the unit. The specifications called for the pre-built unit to be installed and fully finished. The contractor states he put notes on the shop drawings that the flooring is to be provided by others. The question is who is supposed to provide it and what is the cost and who pays for the cost? The contractor has filed a protest. Our architect will instruct the contractor to complete the floor under protest and the issue of who pays will be resolved later. Tony DiLuzio stated he will need to speak to KP Law to get guidance on how to proceed with this matter.
- 3. Architect Report:** No architect report provided.
- 4. Technology Discussion:** Lisa Viklund was asked to weigh in on the FISP discussion at last meeting regarding certain members request that more technology be added to the building; specifically desk top computers with large screens, full building sound systems, etc. She stated that what has been requested and proceed thus far is what she and the COS feel is needed for their intended use. She stated if FISP wishes to expand to add other technology that is their decision. After much discussion, it was agreed that quotes would be sought to add two hard-wired desk top units. They asked that this be prepared for the next FISP meeting. There was brief discussion about the need for assisted listening devices that Anita Scheipers stated would be required for the multipurpose room. Tony DiLuzio confirmed that a system is needed due to the size of the room and he is obtaining quotes and specs on system options.
- 5. Police Station Closeout:** Tony DiLuzio stated that the contractors had been back to the building and have addressed all punch list items. He stated the staff have confirmed there are no remaining issues with the building. It was discussed that at a recent Permitting Boards Chairs meeting, it was agreed the as-built submitted to the Planning Board should be considered complete by attaching the DPW Directors recent letter regarding the fence to the as-built.

**6. Approval of Invoices:**

a. Yankee Engineering and Testing: Inv. # 25531 for \$2,595.00 – Pat Crowley moved and Chris Rucho seconded to approve payment. Vote: All yes. Motion passed.

**7. Next Meeting:** December 12, 2018 at 7:00pm.

**8. Motion to Adjourn:** Chris Rucho moved and Pat Crowley seconded to adjourn. Vote: All yes. Meeting adjourned at 6:10PM.

Respectfully submitted: Anita Scheipers

Minutes approved on: Jan. 19, 2018