

## **FISP Committee**

**Meeting Date and Time:** October 10, 2018 – 7:00 p.m.

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

**Members Present:** John Hadley - Chair, Chris Rucho - Vice Chair, Siobhan Bohnson, Pat Crowley and Phil Mallet

**Members Not Present:** Barur Rajeshkumar, Ray Bricault,

**Also Present:** Anita M. Scheipers – Town Administrator; Tony DiLuzio – OPM

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

**Minutes:** Pat Crowley moved and Siobhan Bohnson seconded to approve the minutes of Sept. 18, 2018. Vote: All yes. Motion passed.

### **Senior Center:**

1. **OPM Report:** Tony DiLuzio updated the board regarding the current progress on the building. The project is on track to be substantially completed by mid-February. Site grading and paving will begin next week. Exterior siding underway. Rough plumbing, rough electrical and rough mechanical services are underway. Insulation should be completed by the end of the week.
2. **Change Order #4:** CO#4 was reviewed with a value of \$84,936 to cover changes in millwork, changes to the counter wall, providing additional support for partition wall, additional mezzanine framed openings, revised cabinets in the billiards room, extra ledge removal, adding exterior cameras and adding granite curbing in certain areas. Pat Crowley moved and Phil Mallet seconded to recommend approval of the change order as presented. Vote: All yes. Motion passed.
3. **Site Engineering:** The committee briefly discussed the proposal issued by Places Associates for the ball field engineering work requested by the Parks Facilities Committee. It was agreed that no action needs to be taken by FISP on this matter. Since no funding has been appropriated for the work, it cannot be considered to be added to the existing designer contract.
4. **Phone/Computer Proposal:** The committee attempted review of the quote provided by CM Geeks for the phone and computers. It was determined not enough information was included. This item was deferred to a future meeting.

5. **Plaque Design:** Three version of revised plaque designs were reviewed. The committee requested additional work on the design to add the CoA Directors name and to better balance the text. The architect will send a new design to the Committee.

6. **Furniture Procurement Proposal:** Tony DiLuzio and Lisa Viklund had met with a consultant who proposes to assists the procurement of furniture for the center. Workplace Project Management's proposal for \$8,330 would provide 49 hours of procurement work to obtain the necessary furniture from multiple state contracts at a projected savings of 10 off the product cost. The committee discussed the proposal and determined to take no action. The OPM and the COA Director will work with the furniture vendors directly.

**Police Station Close-out Items:** The committee reviewed an email in which the Planning Board is still requesting the fence installed on the abutters' property be added to the as-built plans. The committee discussed again that the fence is not on the town property. It was suggested that a letter be sent to eth Planning Board from the FISP chair asking them to consider the project closed out and to recommend to eth Building Inspector the issuance of a certificate of completion. Chris Rucho moved and Siobhan Bohnson seconded to have the Chair send such a letter. Vote: All yes. Motion passed.

#### **Invoices:**

- a. RAC Builders, Inc.: Inv. # 6 for \$761,863. Pat Crowley moved and Chris Rucho seconded to approve the invoice. Vote: All yes. Motion passed.
- b. Alliance: Inv. # 60227867 for \$2,425.40. Chris Rucho moved and Pat Crowley seconded to approve the invoice. Vote: All yes. Motion passed.
- c. Yankee Engineering: Inv. 25343 for \$795.00. Chris Rucho moved and Pat Crowley seconded to approve the invoice. Vote: All yes. Motion passed.
- d. West Boylston Police Dept.: Invoice dated 9/29/2018 for \$912.00 for police details. Chris Rucho moved and Pat Crowley seconded to approve the invoice. Vote: All yes. Motion passed.

**Updates:** The \$5000 donation for the pool tables has been withdrawn. Tom Bartholomew has agreed to donate \$10,000. Chris Rucho asked about the status of the promised fundraising efforts. Phil reported that the COA Board voted to not seek local donations at this time based on public feedback.

**Next Meeting:** November 14, 2018 at 7:00pm

**Motion to Adjourn:** Siobhan Bohnson moved and Pat Crowley seconded to adjourn the meeting. Vote: All yes. Meeting adjourned at 8:20PM.

Respectfully submitted: Anita Scheipers

Minutes approved on: 11/14/2018