

FISP Committee

Meeting Date and Time: January 9, 2019; 7:00 p.m.

Members Present: John Hadley, Chair, Pat Crowley, Chris Rucho, Siobhan Bohannon, Phil Mallet, and Ray Bricault

Members Not Present: Barur Rajeshkumar

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

1. Approve minutes of December 19, 2018

Motion Mr. Rucho to approve, second by Mr. Crowley, all in favor.

2. Senior Center

a. OPM Report

Over the last couple of weeks Tony and Lisa went to Office Resources in Boston to look at furniture options. Tony is waiting for final pricing. The next step is to have the designer come out to look at the colors selections.

The AV system pre-installment team will be in tomorrow to install the items. Pat spoke with his audiologist. You have to request your audiologist to turn that technology on. We are going with the Langegard system. The Director is in the process of securing small wares and the remainder of the kitchen equipment. Tony spoke with KP Law about the fire pump house and he will be holding \$30,000 for the fire protection contractor claim. In the past week he agreed he would do the work, which will cost \$16,000, under protest. He will get the work approved tomorrow through the architect and Fire Chief. After that we can go live with the heating. We will also check on the status of the demo debris letter town counsel sent out. Site work will be put off until spring. The Council on Aging toured the building, people on the sub-committee also toured the building. The fireplace is set in place and kitchen equipment is in place with some being wired. Pump house delivered, mostly connected in, up and running. Budget paid to date is \$4,103,200, and unencumbered balance is \$164,300. If we lose the argument on the \$16,000 it will need to come out of the \$164,300. We have a \$6,000 change order for the fire alarm system and one sink we need to buy for a total of \$10,000. The building systems will not be turned on until we can get fire protection. We had our mechanical engineering sign off and are getting ready for final affidavits. Cogswell will put pump house on line next week. John and Lisa worked out the computer issue and will go with one computer on a portable desk.

b. Architect Report

John MacMillian is not here this evening.

c. Status of fundraising effort

Ray thought somebody from the Council on Aging was going to be here. Janice Ash, Chair of the COA, reports that letters have gone out to local businesses. They sent out 20 letters to local businesses and banks. The Council on Aging asked for in kind donations. We will check with town counsel to see if the Council on Aging is allowed to do fundraising. Lisa will provide a copy of the letters to the office.

d. Status of IT Hardware

CM Geeks has asked for a schedule.

e. Pump House Fire Alarm change Order Proposal

The subcommittee approved a not to exceed of \$6,700. It was identified in the bid document as 1.3 device and there were 17 that needed to be wired, all valves have alarms on them. The fire protection contractor decided on this. Pat asked does the GC owns the pump house. Tony clarifies that the fire protection contractor owns the pump house not the GC. Pat asked did the fire protection guy ordered something with more bells and whistles. Tony reports that there are 17 alarm devices that need to be wired. We could not eliminate all of them. The electrician was told to carry in his bid only three alarms. The drawing called for a pump house pump. Pat asks it is an error on the part of the architect but it is the town's responsibility to pay for it. Chris asked did the architect make a mistake and can we tell him you missed this major issue. Tony states, as a standard of care, everybody has to do their work. He made the argument to the committee that there have been a number of other issues,

design and site, that he didn't charge us for and he would like our consideration on this. Phil states, in the future, he would not accept favors from vendors. Tony noted in the spirit of the contract generally owners go into a contract with a 5% contingency, 3% for contract claims and 1% is for the architect. There will be errors and omission if you go over that then you decide how to deal with it. The other 1% is for owner changes. The \$6,200 will come out of the \$164,300 and potentially the \$16,000.

Chris asked where the fundraising is going. Lisa states we are asking for in-kind donations for things in the project. Those funds are going to the Friends. The stage and ramp will cost \$7,700 and they will come from the Steve Migridichian gift. The total of the furniture in the first \$15,000 gift is \$14,932. They received a Cultural Council grant in the amount of \$2,000 to use towards the ramp so the total is lowered to \$12,932. We will put the new total back in front of the Board. We will also check with Lisa on how the Cultural Council grant is handled.

Police Station

1. Project Closeout Status

John would like to ask the Chief if everything is completed at the police station.

Approval of Invoices

1. Caolo & Bieniek Associates: Inv #5911 for \$8,082.50

Motion Chris to approve, second by Ray, all in favor.

2. RAC Builders, Inc.: Inv #9 for \$358.904

Motion Siobhan to approve, second by Chris, all in favor. Balance remaining \$872,329. Tony reports that tomorrow they are requesting a 28-day extension into February. They are looking at February 22 and asking for a no cost extension.

Next Meeting

The next regular FISP meeting will be February 13th. The Board agreed to hold a special meeting on January 16th at 6:45 p.m. to deal with the furniture.

Ray asked if we had contemplated what we are doing at the end of formal construction assuming there is no ribbon cutting until we have the paving completed. Siobhan thinks it would be nice to have something and not wait until it is completely done. We will discuss it at the next FISP meeting. If this goes beyond February we would have OPM costs and it would trigger liquidated damages. We will check on when the lease of the church terminates. Tony reports that we will hold back about \$100,000 in retainage for final paving and landscaping. Chris asked if we would have temporary handicapped parking lines. Tony reports that there will be signs and they could put in temporary lines

3. **Adjournment:** Motion Chris at 7:45 p.m. to adjourn, second by Siobhan, all in favor.

Respectfully Submitted: Nancy Lucier

Date Approved: February 13, 2019