



***Police/Fire Station Project  
Webster, MA  
Owner Progress Meeting Minutes  
#52***

**June 5, 2014**

Prepared by:

***CDR Maguire  
Andrew Pellegrini***

Re-Issued:

***June 23, 2014***

***Next Meeting: June 26, 2014 @ 10:00***

Distribution:

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Lon Annulli	Orlando Annulli & Sons		
Tom Mazza	OA		
<b><i>Shawn Brennan</i></b>	McKenzie Construction		

***Bold Italic names were in attendance.***

***Gen. Cont. Construction is responsible for distribution to Sub-contractors***

***Architect responsible for distribution to Sub-consultants***

Date	Description	Responsible	Required By	Status
<b>General Business</b>				
060514.01	Mr. Perry called the meeting to order at <b>10:03 am</b> . Attendance as indicated above.			<b>Record</b>
060514.02	The next meetings will be as follows, at 10:00 am <b>Friday June 13</b> <b>Thursday June 26</b>			<b>Record</b>
060514.03	Motion to accept the Meeting Minutes of <b>5/29/14</b> by: <b>Chief Bent</b> Seconded by: <b>Mr. Forrester</b> Discussion: <b>None</b> Vote: <b>All were in favor, hearing no further discussion, passed unanimously.</b>			<b>Record</b>
060514.04	The meeting adjourned at <b>11:02</b> hours. Motion to accept by: <b>Chief Hickey</b> Seconded by: <b>Chief Budrow</b> Discussion: <b>None</b> Vote: <b>All were in favor, hearing no further discussion, passed unanimously.</b>			<b>Record</b>
<b>Finance</b>				
060514.01	<b>Motion to accept the May 2014 OA application for payment No.14 in the amount of \$485,140 by: Mr. Forrester</b> Seconded by: <b>Chief Bent</b> Discussion: <b>None</b> Vote: <b>All were in favor, hearing no further discussion, passed unanimously.</b>			<b>Record</b>
052914.02	Rick w/TLA presented the following Change Orders for Approval which will be part of CO#13: OA CO#55: \$12,357 Mitigate Flooring OA CO#59: \$3,216 Mitigation for Epoxy OA CO#64: \$3,916 Bollards OA CO#65: \$4,741 Tube Steel at Police Garage Doors Motion to accept CO#13 by: <b>Mr. McAuliffe</b> Seconded by: <b>Chief Hickey</b> Discussion: <b>None</b> Vote: <b>All were in favor, hearing no further discussion, passed unanimously.</b>  <b>6-5-14 Motion to accept the above change orders (CO#13) for a total of \$24,230.</b> Motion to accept CO#13 by: <b>Chief Bent</b> Seconded by: <b>Chief Budrow</b> Discussion: <b>None</b> Vote: <b>All were in favor, hearing no further discussion, passed unanimously.</b>			<b>Record</b>

<b>Schedule/Construction Update</b>				
<b>Fire Department Design</b>				
091913.01	TLA was asked to look into the parameters for apparatus exhaust system as part of the renovations.			Open
012314.01	TLA reported they will forward the estimate for the FD renovations to CDRM so budget can be updated.	TLA	1/23/14	Record
	2/20/14 TLA reported new estimate forwarded to CDRM for inclusion into budget.	CDRM	2/20/14	Open
022014.01	TLA reported DD package has been forwarded to CDRM for peer review.  3/13/14 CDRM reported they are making progress with the peer review and will issue comments soon.  5/15/14 Rick w/TLA reported that he has received the CDRM DD Review and will be working with the Project Team to make decisions going forward.  5-29-14 Chief Hickey stated to the Board that Windows and Doors must be replaced. Next on the list would be getting Mechanical, Electrical, Plumbing to current code. The Police side roof is worse than the Fire Side. Rick to coordinate his consultants for a meeting next Thursday June 5, 2014, 11am at the Fire Station.	TLA		Open
050114.01	As previously noted in the budget review above, the FD construction cost estimate is approx. \$2.3 million or approx. \$500k over budget. The FD reported they have submitted grant applications for the re-roofing of the station (\$350k) along with an application for a new vehicle exhaust system. It is unknown at this time when the FD will be notified if they will be awarded the grants. TLA was asked to create a list of bid alternates that could be established to bring the cost down to within budget.	Team	5/15/17	Open
<b>Owner Items</b>				
060514.01	<b>Mr. McAuliffe wrote a letter dated 6-3-14, "I authorize Pam Regis to vote on my behalf at the Police Station Building Committee Meeting on Thursday June 5, 2014."</b>			<b>Record</b>
062013.02	5/15/14 Sean Brennan from McKenzie Construction is slated to have Block from United Concrete possibly as soon as tomm.  5-29-14 Still No Wall Concrete Blocks onsite. Footings have been installed from Main St. to the retaining wall at the Sallyport. There is more unsuitable soil under the footings of the 53' section of wall. Sean w/ McKenzie Construction will track Import/ Export of fill on a T&M basis.  <b>6-5-14 McKenzie Construction is in process of building the wall from Main St. towards the Sally port. Meeting to be held 6-13-14</b>			

	<b>to approve progress payments for McKenzie Construction (Wall work only to date). There is still an issue w/ the Abutter Jimmy Convenience believes that the Town of Webster owns the backfill of the wall construction. The design of the wall has changed many times and The Town of Webster is working with the abutter to resolve these outstanding issues.</b>	<b>OA/ McKenzie Const./ TLA/ Town</b>		<b>Open</b>
121913.02	TLA noted the dedication plaque shop drawing has been submitted and will be forwarding proposed layouts to the PSBC for review and comments. Special attention needs to be given to which boards/committees and members will be included.  3/13/14 Comments/edits from the PSBC were reviewed with TLA. TLA will forward revised/final version for approval.	TLA/PSBC  TLA	1/9/14  3/27/14	Open  Ongoing
012314.02	TLA reported they will be conducting a final scoping and budgeting meeting with their FF&E consultant next week and provide a report at the next meeting.  5-29-14 The Furniture is being posted in the local paper by Sunday.	TLA	2/6/14	Open
050814.01	CDRM reported that a buried concrete slab was discovered in the east end of the lower parking lot and needs to be removed. Because of the unknown size of the slab, CDRM requested authorization to have it removed on a T&M basis. Following a brief discussion, Mr. McAuliffe made a motion to authorize the removal of the slab on a T&M basis Mr. Becker seconded the motion. <i>Vote: All were in favor, hearing no further discussion, passed unanimously.</i>  5/15/14 The Site Contractor has removed the concrete slab and has found more unsuitable soil in that area. Mr. Perry directed Andrew w/ CDRM to track all export and import of fill under this same T&M directive.  5-29-14 T&M slips have been verified by Andrew w/ CDRM. OA to submit a change order.	OA		Open
052914.01	Chief Bent informed the Board that he has decided to leave the Handicap Cell as originally designed and built. Rick from TLA to design a small seat/bench to put in the corner of the Handicap Cell.  <b>6-5-14 Rick w/ TLA working with State DPH, State and Local Building Inspectors to re-design the Handicap Cell to include the bunk as the State building Inspector will not sign the building off with out a bunk in the Handicap Cell.</b>	TLA		Open
052914.02	Tom w/ OA brought up watering concerns about the Plantings being installed after the Planting Season. Plants will require more watering if this is the case. The Town to work with OA going forward on how this will be handled.	OA/ Town		Open