



***Police/Fire Station Project  
Webster, MA  
Owner Progress Meeting Minutes  
#88***

February 4, 2016  
Prepared by:

***CDR Maguire  
Andrew Pellegrini***

Issued:

***February 8, 2016***

***Next Meeting: Thursday 2-25-16 @ 10am at Fire Station***

Distribution:

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

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

<b>Date</b>	<b>Description</b>	<b>Responsible</b>	<b>Required By</b>	<b>Status</b>
<b><i>General Business</i></b>				
<b>020416.01</b>	Mr. Perry called the meeting to order at <b>10:05 am</b> . Attendance as indicated above.			<b>Record</b>
<b>020416.02</b>	The next meetings will be as follows: <b>Thursday 2-25-16 @ 10am Fire Dept.</b>			<b>Record</b>
<b>020416.03</b>	Motion to approve the Meeting Minutes of <b>1-7-16</b> . by: <b>Deputy Chief Jolda</b> 2 <sup>nd</sup> : <b>Chief Hickey</b> Discussion: <b>None</b> Vote: <b>All were in favor, hearing no further discussion, the motion passed unanimously.</b>			<b>Record</b>
<b>020416.04</b>	Motion to adjourn the meeting at <b>11:09 am</b> . by: <b>Mr. Becker</b> Discussion: <b>None</b> Vote: <b>All were in favor, hearing no further discussion, passed unanimously.</b>			<b>Record</b>
<b><i>Finance</i></b>				
<b>020416.01</b>	Motion to approve <b>Millennium January 2016 Pay App. No.10</b> in the amount of <b>\$243,282.65</b> . by: <b>Deputy Chief Jolda</b> Second: <b>Chief Hickey</b> Discussion: <b>None</b> Vote: <b>All were in favor, hearing no further discussion, the motion passed unanimously.</b>			<b>Record</b>
<b>020416.02</b>	Motion to approve <b>CDR Maguire January 2016 Invoice No.12</b> in the amount of <b>\$4,354.20</b> . by: <b>Mr. Becker</b> Second: <b>Ms. Leduc</b> Discussion: <b>None</b> Vote: <b>All were in favor, hearing no further discussion, the motion passed unanimously.</b>			<b>Record</b>
<b>020416.03</b>	Motion to approve <b>CDR Maguire Invoice No.30</b> in the amount of <b>\$920.00</b> for the Police Project DCAMM Reviews. by: <b>Ms. Leduc</b> Second: <b>Deputy Chief Jolda</b> Discussion: <b>None</b> Vote: <b>All were in favor, hearing no further discussion, the motion passed unanimously.</b>			<b>Record</b>
<b>020416.04</b>	<b>DRA to provide a Credit of (3,000) for Landscape Design Services included in the Original Contract.</b>			<b>Record</b>
<b>020416.05</b>	Motion to approve <b>Millennium COP#36</b> for Piping to the Gas Regulators <b>Not to Exceed \$2,000.</b>			<b>Record</b>

	<p>by: <i>Ms. Leduc</i>                  Second: <i>Mr. Becker</i>                  Discussion: <i>None</i>                  Vote: <i>All were in favor, hearing no further discussion, the motion passed unanimously.</i></p>			
<b>020416.06</b>	<p>Motion to approve <b>Millennium COP#37</b> to credit Floor Crack Patching in the Apparatus Bay in the amount of a <b>\$(2,500)</b>.                  by: <i>Ms. Leduc</i>                  Second: <i>Mr. Becker</i>                  Discussion: <i>None</i>                  Vote: <i>All were in favor, hearing no further discussion, the motion passed unanimously.</i></p>			<b>Record</b>
<b>020416.07</b>	<p>Motion to approve <b>Millennium COP#38</b> to credit the Roofing Allowance in the Garage Door COP in the amount of a <b>\$(2,900)</b>.                  by: <i>Ms. Leduc</i>                  Second: <i>Mr. Becker</i>                  Discussion: <i>None</i>                  Vote: <i>All were in favor, hearing no further discussion, the motion passed unanimously.</i></p>			<b>Record</b>
<b>020416.08</b>	<p>Motion to approve the purchase of a 50 Gallon Water Heater in the amount of a <b>Not to exceed \$1,600</b>.                  by: <i>Mr. Becker</i>                  Second: <i>Ms. Leduc</i>                  Discussion: <i>None</i>                  Vote: <i>All were in favor, hearing no further discussion, the motion passed unanimously.</i></p>			<b>Record</b>
<b>020416.09</b>	<p>Motion to approve the purchase of Gear Room parts from Shipman's Fire Equipment in the amount of a <b>\$600</b>.                  by: <i>Mr. Becker</i>                  Second: <i>Deputy Chief Jolda</i>                  Discussion: <i>None</i>                  Vote: <i>All were in favor, hearing no further discussion, the motion passed unanimously.</i></p>			<b>Record</b>
<b>010716.10</b>	<p>Motion to approve Millennium COP#33 to Wire Tamper and Flow Switches Not To Exceed in the amount of a \$5,274. DRA to issue a CCD to proceed on T&amp;M.                  by: <i>Mr. Becker</i>                  Second: <i>Chief Hickey</i>                  Discussion: <i>None</i>                  Vote: <i>All were in favor, hearing no further discussion, the motion passed unanimously.</i></p> <p><b>2-4-16 DRA issued the CCD today.</b></p>			<b>Closed</b>
<b>010716.11</b>	<p>DRA to issue a Proposal Request to credit the Floor Crack Patching in the Apparatus Bay.</p> <p><b>2-4-16 Millennium COP#37 approved above.</b></p>			<b>Closed</b>
<b>010716.12</b>	<p>DRA to issue a Proposal Request to credit the Roofing Allowance in</p>			

	COP#15 for \$3,500. <b>2-4-16 Millennium COP#38 approved above.</b>			<b>Closed</b>
<b><i>Design Items</i></b>				
<b>010716.01</b>	Lapan had a 119 Gallon Water Heater Delivered to the Job. Deputy Chief Jolda only needs a 50 Gallon for the Station. Andrew P. to coordinate with all Parties. <b>2-4-16 Purchase of 50 Gallon Hot Water Heater approved above.</b>			<b>Closed</b>
<b>020416.01</b>	<b>DRA to get confirmation letter from CES that CES will be Re-commissioning the Entire Police Station at CES cost as they were paid to Commission the Building already.</b>	<b>DRA</b>		<b>Open</b>
<b><i>Schedule/ Construction</i></b>				
<b>010716.01</b>	<b>Fire Renovation Update:</b> *The new Electric Service was signed off by the Webster Electrical Inspector. *National Grid Electric is scheduled to come to the site this coming Tuesday and the new Fire side of the Station will hopefully have Heat from the new Roof Top Unit by the end of next week. *Lights were Installed in the Apparatus Bay. *Doors and Cabinets were Installed on the new Fire Side. *The Equipment Racks were Installed in the new Gear Room. *Bathrooms on the new Fire Side are Functional. *The main Bathroom on the old Fire Side was Framed and Rough-In Plumbing has been Installed. *At the current rate of Construction it is looking like an end of March 2016 Completion.  <b>Police Station Update:</b> *CES has verbally committed to Re-Commission the Entire Police Station Building ASAP. *Still no power to the Man Door in the Sally-port. OA/ Mello not proceeding due to entitlement. *Boiler#2 was Replaced and connections are being finalized to it. *Flagpole still not draining water properly.			<b>Record</b>
<b><i>Other Construction Items</i></b>				
	N/A at this time.			