



***Police/Fire Station Project  
Webster, MA  
Owner Progress Meeting Minutes  
#90***

April 7, 2016  
Prepared by:

***CDR Maguire  
Andrew Pellegrini***

Issued:

***May 2, 2016***

***Next Meeting: May 19, 2016 @ 10am 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>040716.01</b>	Mr. Perry called the meeting to order at <b>10:27 am</b> . Attendance as indicated above.			<b>Record</b>
<b>040716.02</b>	The next meetings will be as follows: <b>Thursday May 19, 2016 @ 10am Fire Dept.</b>			<b>Record</b>
<b>040716.03</b>	Motion to approve the Meeting Minutes of <b>3-3-16</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>040716.04</b>	Motion to adjourn the meeting at <b>10:58 am</b> . by: <b>Chief Hickey</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>040716.01</b>	Motion to approve <b>Millennium March 2016 Pay App. No.12</b> in the amount of <b>\$20,634.95</b> . 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>040716.02</b>	Motion to approve <b>Not to Exceed \$1,500 for 4 Entrance Mats with Logos</b> . by: <b>Chief Hickey</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><i>Design Items</i></b>				
<b>020416.01</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.  3-3-16 CES has been in the process of Re-commissioning the Police Building. No Report has been issued from this Re-commissioning to date.  <b>4-7-16 No Re-Commissioning Report has been issued to date. Chief Bent and Dispatch Director Lynskey were told by CES that the report was going to be issued by the end of January 2016. Daiken is onsite today 4-7-16 investigating Dispatch HVAC issues and will</b>	<b>DRA/ CES</b>		<b>Open</b>

	<p>hopefully have more answers at the end of the day.  <b>Motion to approach the Board of Selectmen at the upcoming Monday Selectmen’s meeting regarding the endless HVAC issues since the Police Building was turned over in September of 2014. A letter will be sent to CES and ATC that the Town Attorney will be notified of the HVAC issues and if there is no resolution or onsite man power until the problems are fixed over the next 30 days Town Legal Council will be involved going forward.</b>  <b>by: Chief Hickey</b>  <b>Second: Chief Bent</b>  <b>Discussion: None</b>  <b>Vote: All were in favor, hearing no further discussion, the motion passed unanimously.</b></p>			
<b>Schedule/ Construction</b>				
040716.01	<p><b>Fire Renovation Update:</b>                  *A containment has been set up by the abatement company in the meeting room on the old Fire Side of the Station and Abatement is on-going.                  *The Fire Dept. has moved to the old Police side of the Station and are finalizing the set up office Furniture, equipment, etc.                  *The Heat has been turned on, but there is a faulty valve that needs to be replaced in the Roof Top Unit and Balancing is not complete to date.                  *Window Install on the old Fire Side to start after Abatement is complete.                  *Millennium still waiting on parts from Energy Electric for the Security Door Hardware.                  *Sub-contractors continue to move at a slow pace.</p> <p><b>Police Station Update:</b>                  *Re-Comissioning is On-Going and moving slowly. Dispatch continues to range from 50 – 80 degrees. A Report from CES has not been issued to date.                  *Still no power to the Man Door in the Sally-port. OA/ Mello not proceeding due to entitlement.                  *Flagpole still not draining water properly.                  *Sally-Port Doors not closing properly.                  *Doors not closing properly due to all the fluctuations in HVAC air pressures.                  *Rust is bleeding through Paint on Basement Door Frames.                  *No one has addressed the Humidity and Moisture issues around the Brick columns in the Community Room to date.</p>			Record
<b>Other Construction Items</b>				
	N/A at this time.			