



**Police/Fire Station Project
Webster, MA
Owner Progress Meeting Minutes
#93**

July 21, 2016
Prepared by:

**CDR Maguire
Andrew Pellegrini**

Issued:

July 26, 2016

Next Meeting: TBD @ 10am Fire Station

Distribution:

Name	Company	Telephone	Email
Brian Perry	PSBC – Chair		brianjperry@yahoo.com
Randy Becker	PSBC – Sec.		rbeckerforbos@aol.com
Chief Timothy Bent	PSBC - Chief PD		timothy.bent@websterpolice.com
Dpt. Chief Rodney Budrow	PSBC – Member Dpt. Chief. PD		golfcop1@verizon.net
Mark Dowgiewicz	PSBC – Selectman		mdowgjpam@aol.com
Gordon Forrester	PSBC – Ret Chief FD		gforrester508@gmail.com
Dpt. Chief Chris Jolda	PSBC – Dpt. Chief FD		websterres4cue@aol.com
Chief Brian Hickey	PSBC – Chief FD		bhickey@webster-ma.gov
Pamela Leduc	Acting Town Administrator		pleduc@webster-ma.gov
Greg Robert	Town IT		grobert@webster-ma.gov
Greg Lynskey	Dispatch Director		lynskeyg@websterpolice.com
Angela Cahill	DRA		acahill@draws.com
Rick Lawrence	DRA		rlawrence@draws.com
Loren Grabinsky	CES		lgrabinsky@cesct.com
Chris Lawson	CDRM		Chris.lawson@cdrmaguire.com
Andrew Pellegrini	CDRM		Andrew.pellegrini@cdrmaguire.com
Ron Stacy	Millennium Builders	860-571-0555	rstacy@millenniumbuildersct.com
Adam Giverson	Millennium Builders		
Ted Tetreault	Building Inspector		ttetreault@webster-ma.gov

Bold Italic names were in attendance.

Architect responsible for distribution to Sub-consultants

Date	Description	Responsible	Required By	Status
General Business				
072116.01	Mr. Perry called the meeting to order at 10:06 am . Attendance as indicated above.			Record
072116.02	The next meetings will be as follows: To Be Determined Pending Completion of the Punch List.			Record
072116.03	Motion to approve the Meeting Minutes of 6-23-16 . *Mr. Becker to prepare 5-19-16 Meeting Minutes as Andrew P. was not in attendance. by: Chief Hickey 2 nd : Deputy Chief Jolda Discussion: None Vote: All were in favor, hearing no further discussion, the motion passed unanimously.			Record
072116.04	Motion to adjourn the meeting at 11:08 am . by: Chief Hickey Discussion: None Vote: All were in favor, hearing no further discussion, passed unanimously.			Record
Finance				
072116.01	Motion to approve Millennium June 2016 Pay App. No.15 in the amount of \$17,252 . by: Deputy Chief Jolda Second: Mr. Becker Discussion: None Vote: All were in favor, hearing no further discussion, the motion passed unanimously.			Record
072116.02	A check was cut by the Town of Webster to Millennium for pay apps. 12-15 in the total amount of \$170,815.70.			Record
072116.03	Motion to reject in its entirety Millennium COP#44 dated 6-27-16 in the amount of \$80,960 for an extended General Conditions Claim. by: Chief Hickey Second: Mr. Becker Discussion: None Vote: All were in favor, hearing no further discussion, the motion passed unanimously.			Record
072116.04	Motion for Pam to make Randy Becker's edits to add the Punch List, etc. to Andrew P. letter, send to Town Council for Review, and have Chairman Perry sign the response letter to Millennium for COP#44. by: Ms. Leduc Second: Mr. Becker Discussion: None Vote: All were in favor, hearing no further discussion, the motion passed unanimously.	Town	ASAP	Open

Design Items				
020416.01	<p>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.</p> <p>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.</p> <p>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 hopefully have more answers at the end of the day.</p> <p>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.</p> <p>by: <i>Chief Hickey</i> Second: <i>Chief Bent</i> Discussion: <i>None</i> Vote: <i>All were in favor, hearing no further discussion, the motion passed unanimously.</i></p> <p>6-23-16 The HVAC concerns have got significantly better from the recent attention. However, there are still Humidity concerns on Humid days and some fluctuation of temperatures in different areas of the Building. Dispatch Director Greg is communicating with the Commissioning agent Paul from CES on a daily/ weekly basis with issues and updates on the system. On a whole, we seem to be moving in the right direction to having a fully operational HVAC system.</p> <p>7-21-16 Humidity Issues continue and are being addressed on a daily to weekly basis by Paul from CES who is communicating with Greg Lynskey. A letter was issued by CES basically saying that readings are within Design parameters. On-going but seems to be moving in a positive direction.</p>			
Schedule/ Construction				
072116.01	<p>Fire Renovation Update:</p> <ul style="list-style-type: none"> *Work is On-going on the Old Fire Side of the Station at a very slow pace. *Exterior Doors and the old Kitchen was painted. Concerns of gaps at exterior doors needs to be addressed by installing screw-in gaskets, etc. *Ceiling Tile was installed on the old Fire Side. Sprinkler Heads need to be put back into the Ceiling Tile. *Bath Partitions and Mirrors were installed in the Bathroom on the old Fire side. Wall Tile is not complete. Water does not drain to the floor drain from the Shower. Millennium to coordinate a fix of adding a small curb to keep the water in the Shower itself. *The 2 Bay Garage on the Old Police Side was Painted. Although 			Record

	<p>the quality of the Paint is being reviewed.</p> <ul style="list-style-type: none"> *Asphalt patch at the Electrical Trench needs to be patched and settling at the Water Line needs to be fixed. *Plymovent has not been completed to date. *Sub-contractors continue to move at a slow pace. <p>Police Station Update:</p> <ul style="list-style-type: none"> *Re-Comissioning is On-Going and seems to moving in a positive direction. Issues are still coming up, but the system seems to be responding better overall. Humidity issues continue to happen in Detectives, Dispatch, Community Room, etc. *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. 			
Other Construction Items				
062316.01	<p>Motion for DRA to start the Punch List no later than 7-15-16. By: <i>Chief Hickey</i> 2nd: <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> <p>7-21-16 CES issued an MEP Punch-list. DRA started an Architectural Punch-List this morning due to the fact that Millennium has still not completed their Base Contract scope of work. DRA to issue Punch-List as soon as possible.</p>	DRA/ Millennium	ASAP	Open
072116.01	<p>The Sewer Smell is back today at the Fire Station. The Plumber Lapan looked at the sewer pumps a week or so ago and could not find anything wrong. Millennium, Lapan & Lynch to continue to investigate where the smell is coming from.</p>	Millennium	ASAP	Open
072116.02	<p>There are no Bollards shown on the plans at the Gas Meter. Chief Hickey/ Andrew P. to coordinate with DPW. If DPW fixes the sink hole near the Gas meter and patches the Electrical Trench with Asphalt a back charge will be issued to Millennium as these are both contract items.</p>	DPW		Open