

# Fire Station Building Committee Meeting

Wednesday, February 1, 2023

## Meeting Minutes

Date: February 1, 2023

Time: 4:30 PM

Location: Town Hall - Veterans Room

1. Meeting Called to Order – 16:40
2. Roll Call  
Present- J. Jovan (Chair), J. Hulyk, J. Mathieu, D. Langevin, M. Julian (17:05)  
Excused- M. Langevin Other- G. Chenier, M. Marketi, R. Pomroy, P. Normandin, M. McCall (Phone)
3. **Vote** to approve January 4<sup>th</sup>, 2023, FSBC Minutes-Motion J. Mathieu, 2<sup>nd</sup> D. Langevin, J. Szugda abstain, unanimous of others present.  
**Vote** to approve January 11<sup>th</sup>, 2023, FSBC Minutes-Motion J. Szugda, 2<sup>nd</sup> J. Mathieu, unanimous of those present.  
**Vote** to approve January 18<sup>th</sup>, 2023, FSBC Minutes-Motion D. Langevin, 2<sup>nd</sup> J. Szugda, unanimous of those present.
4. R. Pomroy stated the schematic design was completed and sent to the two separate estimators who should report back within a week and a half. The site plan was updated and reviewed with the Planner as well as the department heads. The abandonment of Morton Street was discussed as well as the setbacks for the site. A resolution for the planning board is likely in April or May. Morton Street will be the first item to move forward. A checklist of items will be developed with the Planner and eventually an Approval Not Required (ANR) will be presented. Jovan discussed the possible effects on the project estimate. Budget update by R. Pomroy stating lines 33-36 were adjusted with the USDA funds. Approximately \$200,000 was added to the construction cost. These adjustments provide for a balanced budget with \$577,385.00 in owner contingency, or 2.8%. He continued stating he would prefer at least 10%. J. Jovan asked for clarification that the estimates we will receive are not the final cost. R. Pomroy stated that there would be three more estimates and the final cost will not be determined until the completion of the project. R. Pomroy stated that the equipment needs will be the next item to look at. He continued stating he has had discussions with the WB Mason representative about bulk pricing and purchasing with three other fire station projects pending. P. Normandin asked what the timeline was to discuss furniture, and it was unknown at this point. There was a discussion as to the manner in which to present the budget for the grant format, ending that it was best to keep it in the current format. Pomroy went on to say the responsibility equipment costs and procurement was split between the owner and the contractors, depending on the part of the project. M. Julian arrived at 17:05. The schedule moving forward was the estimates should be available in about a week, with a presentation on 2/15/2023. Kaestle Boos would be looking to move to design development if the

estimates and project funding are in line. Jovan asked which mechanical option was used for estimating and the response was the baseline system likely with radiant floor heating of the bays. Phase II environmental reports should be available soon. M. Julian asked if asbestos testing was included and the answer was yes. The demolition of 129 Worcester St was discussed. For permitting R. Pomroy stated Morton St abandonment, the ANR, and Planning presentation in April or May. M. Julian stated there were no red flags just property lines and boundaries. Potential traffic control was discussed and roughly estimated at \$500,000.00. Jovan discussed this as another issue to possibly present to Senator Fattman. R. Pomroy stated that code review analysis would be done during the design development phase and that a water flow test would need to be completed unless one had been done in the area within a year.

5. Town Manager McCall was called to discuss the procurement of Mr. Mollica for relocation services. He advised that KP Law was not able to secure his services meeting Chapter 30B so the manager had prepared an RFP and posted on CommBuys. The 16<sup>th</sup> is the closing date. Jovan stated a short virtual meeting could be scheduled to vote on the proposals submitted. M. McCall stated he was utilizing the police and the property manager to make sure the tenants at 17 and 23 Snow were served notice to continue submitting rents to the Town. R. Pomroy asked for a copy of the contract for the property manager. He stated he has been unable to make contact with Mr. Roule and would like the committee's approval to handle the property management issue. It was discussed that keys to 129 Worcester St had been turned over to the Town and that a vehicle and ten barrels of waste oil had been left by the owner. These issues have been presented to legal counsel, while Deputy Chief Hulyk is securing quotes for the removal. G. Chenier stated Joe Kroll in Charlton processes waste oil.
6. Two invoices have been submitted for payment.  
**Vote** to authorize the payment of Pomroy Associates invoice SBFS-005 in the amount of \$4,840.00 Motion by D. Langevin, 2<sup>nd</sup> by J. Mathieu, unanimous of those present.  
**Vote** to authorize the payment of Kaestle Boos Associates invoice 21041.00-5 in the amount of \$78,375.00 Motion by D. Langevin, 2<sup>nd</sup> by J. Mathieu, unanimous of those present.
7. **Motion-** to Adjourn made by D. Langevin at 17:40.
  - a. Second- J. Hulyk
  - b. **Vote- Unanimous** of those present.
  - c. Next meeting scheduled for February 15th, 2023, in person.