Police Station Building Committee  
Meeting Minutes  
November 7, 2018

The Police Station Building Committee held a meeting on November 7, 2018 in the Training Room at the Lakeville Police Station. The meeting of the Police Station Building Committee was called to order by Aaron Burke at 5:30 PM. Members present were: Frank Alvihiera, Michael Bois, Aaron Burke, Nathan Darling, Rich LaCamera, and Tim LaChapelle. Brian Humes from Jacunski Humes; Taylor MacDonald and Bob Rice from Pomroy Associates were in attendance. Rita Garbitt, Town Administrator, and Jennifer Jewell, Recording Secretary were also present. Pauline Ashley, Michael Forth and Tom Robinson were absent. LakeCam recorded the meeting.

Meeting Minutes

Upon motion made by Mr. Darling and seconded by Mr. Bois the Committee

VOTED: To approve the minutes for October 3, 2018 meeting.  
Unanimous vote.

Construction & Project Schedule Update

Mr. Rice reviewed the construction update. The roof trusses, shingles, rough electrical, and a portion of the trim have been completed on the outbuilding. The masonry for the sally port is approximately 70% complete. The site work is approximately 90% finished and the contractor is hoping to lay the asphalt binder by the end of November. The roof trusses and exterior metal studs have been installed on the main building and insulation panels are going in. Upcoming work includes the installation of the propane gas line and the exterior siding for the outbuilding.

The General Contractor (GC) is approximately five days behind schedule due to weather related delays. However, the GC has allowed for this in the project timeline. Concern was voiced regarding the small crews that have been noticed onsite. Mr. MacDonald noted that the GC is aware and attempting to employ additional workers. It was stated that it is the responsibility of the GC to maintain the project schedule.

Budget Update

Mr. MacDonald noted that there have been no changes to the budget. In December the budget report updates will show line item savings per a request from the Board of Selectmen. Mr. MacDonald will confirm if there have been any changes to the cash flow for the project.

Change Orders

Mr. MacDonald reviewed two outstanding change orders. Change Order 14 is for additional conduit for the fiber connection. Mr. MacDonald will verify whether the conduit will need to be tunneled under the roadway because of recent paving.
Change Order 15 is a credit for wire mesh used to create a partition in the outbuilding. The partition had to be relocated to accommodate the garage door, resulting in a credit. Upon motion made by Mr. Darling and seconded by Chief Alvilhiera the Committee

VOTED: To approve Change Order 15, a credit in the amount of $5,266.
Unanimous vote.

Mr. Humes presented a conceptual plan for an impound lot behind the outbuilding. The fencing would be extended and a gravel parking surface would be installed. The lot would be accessed from the parking area at Ted Williams Camp. It was suggested that additional lighting and cameras would be needed for the impound lot. The soil is sandy and no drainage issues have been noticed in this area. There was question as to any further impacts to the existing parking area at Ted Williams Camp. Mr. Humes noted that water used to flow from the parking lot into the wooded area that has since been cleared for the police station. Mr. Darling has scheduled an onsite meeting with Zenith Consulting to perform an evaluation and prepare a plan to alleviate the drainage issues. Mr. Darling requested the Committee support funding this item because the adverse conditions have worsened due to the building project. Mr. LaCamera disagreed and noted that the drainage issues could have been an unintended consequence of asphalt that was laid, and any repairs are the responsibility of the Town. Mr. Burke stated that regardless of the funding source the drainage issue must be repaired as water no longer infiltrates the surface and the area remains flooded. Mr. Darling requested that the fence pricing be broken out of the proposal, as it could be used to delineate the lot. Upon motion made by Mr. Darling and seconded by Chief Alvilhiera the Committee

VOTED: To request pricing for the construction of a fenced impound lot.
Unanimous vote.

The outbuilding was previously scaled back for cost saving purposes, eliminating the installation of drywall for a ceiling. Current specs call for netting to hold the spray insulation in place and the Committee voiced concern regarding the possibility of the net failing. Heating duct work components will be installed soon which makes this a time sensitive issue. Approximate costs were discussed. Drywall will increase the efficiency of the heating system and assist with moisture prevention. Upon motion made by Mr. LaCamera and seconded by Mr. Darling the Committee

VOTED: To approve the installation of drywall for the outbuilding ceiling for a cost not to exceed $12,000.
Unanimous vote.

The Police Department has requested the installation of security cameras in the outbuilding. Conduits have been installed and additional costs would be for wiring and cameras. The proposed cost of the cameras was discussed. Upon motion made by Mr. LaCamera and seconded by Chief Alvilhiera the Committee

VOTED: To approve the installation of security cameras and wiring in the outbuilding for a cost of $7,224.
Unanimous vote.

Owner/Vendor Items

Biff Broderick, representing AIS, was present for the discussion. Mr. Broderick requested the Committee take the furnishings line item out to bid so that AIS could participate in the process. AIS can offer a discounted rate from
the state contract pricing. Mr. Broderick reviewed his company’s history and noted the benefits of using AIS. The Committee did not discuss pricing or quotations at this time. Mr. MacDonald agreed to contact Mr. Broderick on November 8, 2018 with the Committee’s decision.

Mr. Broderick left the meeting.

Mr. MacDonald stated that the Committee has met with and received a price from a vendor that is under budget and includes high-density storage. Color selection will be finalized in the next week and the pricing will be locked in at that point. There was discussion regarding the time frame needed for AIS to prepare pricing. Mr. MacDonald had requested pricing and information from additional vendors but did not receive responses. Chief Alvilhiera visited the Middleborough Police Station to see furnishings purchased from this vendor and was in favor of continuing the process in place. The bid process would require an additional 4-6 weeks and due to time constraints and the project timeline this choice is not an option for the project. Upon motion made by Mr. LaCamera and seconded by Mr. Darling the Committee

VOTED: To move forward with W.B. Mason for the furnishings and storage purchase. Unanimous vote.

**Town IT Integration**

A group, consisting of Ms. Garbitt, Mr. MacDonald, and Tim Grabarz from Secure Restore will meet to review and facilitate the integration of the Town IT network with the Police Station building. There was a brief discussion regarding the funding of the work needed for the Fire and Highway Departments.

**Invoices**

Upon motion made by Mr. LaCamera and seconded by Mr. Darling the Committee

VOTED: To approve the invoices from AP Whitaker in the amount of $515,884.87, Jacunski Humes in the amount of $7,000, Pomroy Associates in the amount of $14,476.00, LGCI in the amount of $1212.53, and SW Cole in the amount of $518.74. Unanimous vote.

**Upcoming Meeting**

The next meeting of the Committee will be Wednesday, December 5, 2018 at 5:30 PM. The meeting will be held in the training room at the Lakeville Police Station. Upon motion made by Mr. Darling and seconded by Mr. Bois the Committee

VOTED: To adjourn the meeting at 6:30 PM. Unanimous vote.