



Wellfleet Police Station Building Committee
Minutes of January 25, 2017
Wellfleet Fire Department Training Room, Lawrence Road, Wellfleet

Present: Dan Hoort, Hugh Guilderson, Chief Ronald Fisette, Harry Terkanian, Jay Horowitz, Sean Donoghue, Lt. Michael Hurley (alternate).

Regrets: Davis Walters, Mark Vincent.

Also present: Justin Post, Building Inspector, Peter Williams and Paul Lindberg, DPW, Rick Pomroy, Mike Fortunato and Neil Provost (Pomroy Associates), Todd Costa and Pete Gaudreau (Kaestle Boos Associates), Jay Cardosi and Mike Walsh (JJ Cardosi, Inc.)

Harry Terkanian called the meeting to order at 4:00 PM.

1. Minutes. The minutes of December 5, 2016 were presented for approval. On motion of Mr. Guilderson, seconded Chief Fisette, the minutes were approved as presented by a vote of 6 – 0.
2. Mr. Hoort joined the meeting.
3. Construction Meeting Review. The meeting was turned over to Mr. Pomroy to brief the Committee on the construction meeting held earlier that afternoon. See separate minutes and agenda. Replacement of the project supervisor occurred on Monday, January 23rd based concerns reported to the general contractor through Mr. Pomroy. The general contractor will propose a replacement subject to Owner's approval of qualifications. Work on the temporary facility is expected to commence with a layout of the site followed by site clearing within the next seven days. The project schedule for the next two weeks was reviewed. Two change orders were discussed. Change Order #1 relates to the substitution of the painting subcontractor. The substitution is at the Owner's request and has a net cost of \$2,200. The contractor, the architect and the project manager have signed the change order. It now awaits the Owner's signature. The committee discussed necessary authorization for an Owner's signature. It was determined to inquire of the Selectmen concerning the scope of the Committee's authority. The second change order relates to water service, which was understood to be by the Town water department responsibility during design development. The Water Department now advises that a Water Department approved contractor must do the work. A change order will be necessary to add this to the contractor's work at a cost to be determined. Utility service applications are pending with the utility companies. The issue of whether there will be a connection fee for the temporary facility needs to be raised with the Board of Water Commissioners.
4. Mr. Guilderson requested that copies of the plans, construction documents, minutes and agendas be available to the Committee during meetings. Mr. Pomroy agreed to arrange their availability.
5. The contractor has submitted color choices for the siding. As this is not time critical it was recommended by Mr. Costa that the selection be made in concert with selection of roof shingle color.
6. New Building Inspector Justin Post was introduced to the project team. During the construction meeting Mr. Post indicated that he expected to begin work on the required building permits next week. He was requested to process the temporary facility permit first followed by the demolition permit with the building permit for the station renovation last. Mr. Pomroy presented this information to the committee.
7. The contractor has requested early access to the police station. Mr. Pomroy recommended that access not be authorized until the contractor provides a list of activities to be conducted in the building in order to insure that police department operations not be impacted.
8. The contractor has been requested to provide a schedule of values for all items valued in excess of \$25,000.
9. The action plan for the move of the police department to temporary facilities is still pending. Action by the police department and the project manager on this is anticipated next week.

10. Elevator variance. Mr. Costa reported on the hearing before the Massachusetts architectural Access Board (“MAAB”) on January 9, 2017. The Board was not receptive to the idea that access to the stairs could effectively be restricted to sworn officers only. Thomas Hopkins, the MAAB Executive Director, suggested consideration based on fiscal hardship e.g. disproportionate cost as compared to expected frequency of use as more appropriate. The Board requested cost estimates on design alternatives, which include a chair lift and a limited use limited access (“LULA”) elevator and took the matter under advisement. Mr. Costa is working on the estimates. The least expensive alternative is the lift, which may require a complete redesign of the stairs, which will affect the roof, and will require a ramp as the two floors are 14 feet 6 inches apart and the maximum elevation of commercially available lifts is only 14 feet. This alternative could cost as much as \$200,000. A LULA could be more expensive as it will require foundation alterations to accommodate a machinery space. The general contractor contract currently carries a \$75,000 allowance for a lift. Mr. Costa has requested a January 31 meeting with Mr. Hopkins and he hopes that the matter can come back before the MAAB on February 6. The Committee expressed concern that there will come a point where the time to resolve this issue together with the time necessary for a redesign may delay the project. Mr. Costa did not feel that we had reached that point yet. Mr. Cost will advise if attendance by others at future meeting with the MAAB or its staff would be beneficial.
11. Owner action items. None.
12. Budget update. Mr. Pomroy provided an updated project budget. The only change was moving the cost of Change Order #1 from the contingency item to the construction item. It was moved by Chief Fisette, seconded by Mr. Donoghue and voted 6 – 0 to approve the updated budget and change order. The Committee will review future change orders and payment requests.
13. Next Meeting. February 22, 2017 at 4:00 PM.
14. Adjournment. On motion by Chief Fisette, seconded by Mr. Guilderson, the meeting was adjourned at 4:50 PM. (6 – 0)

Respectfully submitted,

Harry Sarkis Terkanian, Chair

¹ Public Record Documents

1. Change Oder #1
2. January 31, 2017 Project Budget Update