

# Fire Station Building Committee & Internal Fire Station Committee

## Meeting Minutes

1/3/2017

**Building Committee Members Present: Bill Harriman, Craig Weston, Dave Siedentopf, Bob Middendorf, George Callahan**

**Owners Project Mangers, Architect/Designers, Contractors Present: Joe Sullivan and John Lebica (Daedalus), Todd Costa and James Malonson (KBA), Joe O'Connor and Pricilla Silva (M O'Connor)**

Meeting called to order at 7:30am by Bill Harriman. Meeting held at 99 Main Street, Carver.

**Topic 1:** Motion by Dave Siedentopf to approve the meeting minutes of 12/6/2016. Committee approved motion by a vote of 5 to 0.

**Topic 2:** Motion made by Dave Siedentopf to approve Requisition #17 for payment of \$228,306, representing 99% of project now complete. Payment does not include Change Order # 12. Committee approved the payment by a vote of 5 to 0.

**Topic 3:** Joe O'Connor updated the Committee on the project. The punch list process is on-going, would expect it to be substantially completed by January 10, 2017, but some issues are waiting deliveries and some things may be required to be completed in the spring. He also reported that the painters are back today.

**Topic 4:** Todd Costa updated the Committee on the progress of building. Todd felt the project is progressing very well. He reviewed Change Order Packet #12 in the amount of \$15,903. This change order included the \$10,000. for the new Painting team, money for high pressure air-line hook-up and money for additional door cylinders in store front doors. Still working on two Change Proposals from AEC for T & M work, hoping to get those completed very soon.

Motion made by Dave Siedentopf to approve Changer Order #12 for payment of \$15,903.00. Committee approved the payment by a vote of 5 to 0.

**Topic 6:** Joe Sullivan updated the Committee that he felt the project was progressing very well. He feels the commissioning is going well. Training on VFR System, Boiler & Radiant Heat, Controls, and Plumbing are scheduled for January 5. Fire Protection and Lighting Controls training is scheduled for January 10, 2017.

**Topic 7:** Chief Weston said that the move-in date is January 15, 2017 for Company 1 and administrative staff, and around February 15 for dispatch.

**Topic 8:** George Callahan updated the committee on the opening ceremony date, tentative for April 8, 2017. Alternate dates are April 1 and April 15. He will be printing invitations once date is finalized. Daedalus will be donating cost of printing invitations, and KBA will provide engraved scissors for cutting ribbon. Everything is ready to go when a date is finalized.

**Topic # 9:** Bill Harriman reported the Life Member brick engraving process is complete. They have been installed by Lt. Frank Nye. Thanked Jon Deli Priscolli and Cherie Daley for making this happen.

Motion by Dave Siedentopf to adjourn meeting at 8:30 am. Committee approved 5 to 0.

Next meeting on Tuesday, February 7th, 2017 at 7:30am.

Submitted by Fire Chief Craig Weston – Committee Secretary