

Williamsburg Public Safety Complex Building Committee
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Meeting Minutes
October 11, 2023
via Zoom

Members present – Amy Bisbee; Jason Connell, Fire Chief; Mary Dudek; Dick Guzowski; Melinda McCall; Jean O’Neil; William Sayre; Denise Wickland, Chief of Police

Members absent – Dan Bonham; Robert Reinke, police officer; Daryl Springman, Deputy Fire Chief

Associated participants present– Tariq Abu-Jaber, grant administrator; Rob Todisco, P3

Members of the public present –none

Meeting was called to order at 6:00 pm.

1. Vote to approve minutes from September 20, 2023

Minutes were approved. Voice vote below.

Bisbee	Connell	Dudek	Guzowski	McCall	O’Neil	Sayre	Wickland
yes	yes	yes	yes	yes	yes	yes	yes

2. Budget update, Rob Todisco:

A few minor adjustments have been made as the project is finalized, particularly some electrical upgrades. Final purchases are for completing secure networks, installing security cameras, installing monitors, installing a large screen smart TV in the conference room.

There is \$57,200 unspent from the budget plus \$34,811 in the contingency. From this, \$13,161 is committed to PCO’s for the above mentioned items, \$15,000 for landscaping in the spring, and \$23,000 for signage, leaving about \$41,000 for any remaining needs. The police and fire chiefs are prioritizing additional items that they would like to have if the budget allows.

The current blocking locations in the ceiling for the compressed air reel are in conflict with the water lines, and need to be relocated. In addition, the power cord reels need to be relocated from the ceiling to the walls so they are adjacent to the trucks. These relocations will be paid for through change orders. In addition the planning for electrical connections in the kitchen has some issues and additional outlets are needed. There is a question of who is responsible for paying for these: the town or the architectural firm. The town is obligated to pay but could pursue reimbursement for errors and omissions by the architect. R. Todisco stated that the errors are less than 1% of the total contract, which is typical, and a 5% contingency had been held to cover this.

A motion was made to approve change orders 54 to 61, totaling \$13,161.24.

54 Future flag pole pathway \$2,721.68

55 UPS Feeder / Breaker changes, \$6,334.74

56 PVC pathway for SCBA compressor, \$1,500.78

57 Modify vault for generator install, \$1,069.35

58 Plumbing enclosure in Booking, \$926.93

59 Concrete sealer credit, -\$2,500.00

60 Acoustical ceiling for Rooms 107 & 123, \$1,910.67

61 Panic bar on door 136 per electrical inspector, \$1,197.09

Discussion followed. The additional cost for the acoustical ceiling as a change from a hard ceiling was questioned. The motion was amended to exclude PCO 60. Voice vote below. The motion carried.

Bisbee	Connell	Dudek	Guzowski	McCall	O'Neil	Sayre	Wickland
yes	yes	yes	yes	yes	yes	yes	yes

3. Timeline:

- The expected turnover date is November 1 with the town receiving a temporary Certificate of Occupancy (CO). Final CO will not be received until a Certificate of Compliance for the work along the river is issued by the Conservation Commission.
- The biggest item remaining to be completed is the epoxy flooring. After that training and testing of systems will take place. Manuals are coming soon.
- After the epoxy is finished, police, fire, and the various consultants will inspect the building and create a punch-list of remaining tasks.
- Forish Construction is closing, though will still be available to deal with problems throughout the one-year warranty.
- An Open Door event is planned for 12:00 to 2:00 on Veterans' Day, November 11, directly after the Veterans' Day ceremony. Members of the police and fire departments will be present to answer questions and ensure

security.

National Grid interconnection update, Tariq

The impact study, which takes 3 months, is on-going. Final details of the contract between Solect Energy and the town are still being worked out, but this delay will not affect the spring construction project.

4. Construction Update

- Signage: \$23,000 is budgeted for signs for the upper end of North gable. This is a bit less than the original budget and there is concern it won't be enough. There is no way to know until bids come in. The signage working group is putting together a design package which will then go to town administrator Nick Caccamo. This package will go out to bid and will include some rough design ideas and funding for design sessions.
- Lighting: There has been a complaint from neighbors about lights shining in at night. It is unclear which of the lights from the PSC are the source. If it is the interior lights, which are on for security during construction, it will not be an issue after November 1. In addition, some of the lights on the north face of the building shine onto the street. R. Todisco will look into shielding for those lights as well as lower wattage bulbs for the globes. A series of pictures were viewed showing other safety buildings in the area with similar exterior globe lights.
- The two additional Fire Administration sprinkler devices have been installed and approved by inspector.
- The final blower door test will be done once the building is finished.
- The town is contracting for another survey to map and place boundary corner markers.
- The final list of acceptable landscape plants is almost ready.

5. Outreach

R. Todisco will get a draft newsletter out this week. It will cover the Open Door event, turnover date, short-term study for the solar project, landscaping, and a paragraph from the architect about how the building was designed to fit architecturally with the rest of the town.

6. Next meeting date:

The next meeting date has been set for November 8 at 6:00 pm at the site.

Meeting was adjourned at 7:40.

Documents used:

- WPS PCO log 9-20-2023
- WPS Budget Overview 10-10-2023
- Minutes September 20, 2023
- 4 pictures of other safety buildings

Respectfully submitted,
Melinda McCall