



TOWN OF SHREWSBURY

100 Maple Avenue
Shrewsbury, Massachusetts 01545-5338

Police Station Building Committee

Minutes

January 23, 2023

Present: Patrick Pitney, Maurice DePalo, Keith Baldinger, Kevin Mizikar, Donna O'Connor, Kevin Anderson, Justine Snyder, Joseph Mauro,

Also Present: Neil Joyce, CMS, Inc., Matt Salad, Tecton Architects, Ryan DiPasquale, Fontaine Bros., Inc.

Absent: John Ambra

1. Call to Order

Mr. Pitney called the meeting to order at 4:31pm.

2. Approve Minutes

a. December 19, 2022

On a motion by Ms. O'Connor, seconded by Mr. DePalo, the Committee voted 7-0 to approve the minutes of December 19, 2022.

3. Review and act on the following bill schedules and warrants:

Vendor/Expense/Item	Amount
Fontaine Bros., Inc. Application #20	\$797,140.00
Ockers Company Invoice #150566	\$7,600.00
Ockers Company Invoice #150467	\$26,347.00
Construction Monitoring Services, Inc. SPMC #24	\$60,000.00
Construction Monitoring Services Inc. SMPC Reimb. #8	\$2,443.72
Tecton Architects Invoice #45860	\$41,040.00
Colliers Invoice #0000811035	\$1,491.25
Eagle Leasing Invoice #R12516115	\$187.41
Eagle Leasing Invoice #R12504861	\$187.41
Whalley Computer Associates, Inc. Invoice #F11030	\$4,138.75
Whalley Computer Associates, Inc. Invoice #F11755	\$3,259.50
Whalley Computer Associates, Inc. Invoice #F11996	\$56,927.41
Hillyard Invoice #604990883	\$1,493.57

On a motion by Ms. O'Connor, seconded by Mr. Mauro, the Committee voted 7-0 to approve all invoices as presented.

4. Hear reports, review and act on the following matters:

a. Report from the Owner's Project Manager

Mr. Joyce provided an update on total expenditures to date of \$28,548,983 which is 77.2% of the overall project budget. Furniture installation is underway and new equipment deliveries are scheduled for the next couple of weeks. Mr. Joyce advised that full occupancy is scheduled for the second week in February. Demolition of the old building is still planned for early March.

b. Report from the Architect

Mr. Salad shared his screen and presented an update on the progress to date with the exterior and interior. Ms. O'Connor inquired about the Fallen Officer Memorial. Mr. Salad noted that the memorial will be placed on the right side of the front of the building. Mr. Baldinger noted that the memorial should be installed by the time of the building dedication.

c. Report from the Construction Manager

Mr. DiPasquale provided an update on progress to date. Mr. DiPasquale noted that the trades are on site working on the punch lists for the ground floor level. The temporary certificate of occupancy should be issued shortly pending life safety testing. Mr. DiPasquale noted that there will be a change order at a future meeting for additional trees that will need to be removed in the grove area.

5. Review and Act on the Specifications of the Digital Message Board Sign

The Committee discussed the sign resolution and warranty options. On a motion by Ms. O'Connor, seconded by Mr. Mauro, the Committee unanimously voted to approve the 8-milimeter option with the ten year warranty for the digital message board sign.

6. Review and Discuss Installation and Placement of Picnic Tables in Grove Area

Mr. DePalo advised that he recommends at least 3 picnic tables in the Grove area. The consultants will provide images of potential picnic tables at the next meeting.

7. Review and Act to Approve the 2022 Annual Town Report

The Committee will review an updated Annual Town Report at the February meeting.

8. Other Business

Mr. Baldinger noted the efforts of Ms. Kristen Las, who has left the Town of Shrewsbury to be the Town Manager in the Town of Westford.

9. Review Meeting Schedule

- a. February 27, 2023**
- b. March 20, 2023**
- c. April 24, 2023**

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The Committee reviewed the upcoming meeting schedule, and would like to hold the February meeting at the new Police Station if possible.

10. Adjourn

On a motion by Ms. O'Connor, seconded by Mr. DePalo, the Committee unanimously voted to adjourn at 5:26pm.