



TOWN OF SHREWSBURY

100 Maple Avenue
Shrewsbury, Massachusetts 01545-5338

Police Station Building Committee

Minutes

September 18, 2023

Present: Patrick Pitney, John Ambra, Donna O'Connor, Michelle Conlin, Justine Snyder, Kevin Mizikar, Keith Baldinger, Joseph Mauro

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

Absent: Kevin Anderson

1. Call to Order

Mr. Pitney called the meeting to order at 4:30pm.

2. Approve Minutes

a. August 21, 2023

On a motion by Ms. O'Connor, seconded by Mr. Ambra, the Committee voted 7-0 to approve the minutes of August 21, 2023 with Mr. Pitney abstaining.

3. Review and Act to Approve Bill Schedules and Warrants

On a motion by Mr. Ambra, seconded by Ms. O'Connor, the Committee unanimously voted 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 the budget to date, and noted that current expenditures total approximately \$34M, or 93%. The project is in very good shape from a budget standpoint.

b. Report from the Architect

Mr. Salad advised the Committee that there are very minor last minute punch-list items that are being checked off. There are a few last minute landscaping matters that the team is working through and coordinating. The Committee discussed the alternating pattern of trees on the front lawn of the campus.

c. Report from the Construction Manager

Mr. DiPasquale provided an update on construction progress to date, and noted that landscaping will be wrapped up in the next week or so in addition to the pavement and signage work around the campus.

5. Other Business

a. Review and Act on the Following Fontaine Bros., Inc. Change Orders:

i. Change Order #18

The Committee reviewed Change Order #18. There are two proposed changes for interior signage and sidewalk improvements to Town Hall and Maple Avenue, as well as two credits. On a motion by Ms. O'Connor, seconded by Mr. Ambra, the Committee unanimously voted to approve Change Order #18.

b. Review and Discuss Adding Additional Planters or Bollards On Site

Mr. Pitney advised that this was a Committee request to add planters or bollards to the sidewalk in front of the Police Station. Mr. Salad advised that there are a couple of options the Committee can consider. The consultant team will work to present options to the Committee at the next meeting.

Mr. Joyce advised that the Police Department requested certain information be featured on the monitors in the office areas. Mr. Joyce advised that the software and technology would be approximately \$30,000 to allow this to be possible. Mr. Baldinger advised that staff are working on determining if we already have the software or technology to allow for this and would advise waiting.

6. Review Meeting Schedule

a. October 23, 2023

b. November 20, 2023

The Committee reviewed the upcoming meeting schedule.

7. Adjourn

On a motion by Ms. O'Connor, seconded by Mr. Ambra, the Committee unanimously voted to adjourn at 5:10pm.