

Provincetown Building
Committee
Meeting Minutes
January 4, 2023, 1:00pm

The Provincetown Building Committee held a public meeting on Tuesday January 4, 2023 at 1:00 pm in the Judge Welsh Room at Town Hall, 260 Commercial Street, in keeping with Governor Baker's Executive Order of March 12, 2020, *Order Suspending Certain Provisions of the Open Meeting Law*. Members: Jeff Mulliken (P), Sheila McGuinness (P), Paul Kelly (P), Lisa Westervelt (P), Arlene Weston (P), Linda Fiorella, Alt. (P,L)

(P=Present, L=Late, E=Excused, U=Unexcused)

Also present: James Golden, Chief of Police; Braden Witt, DPW Facilities Manager; Paul Millett, Environmental Partners; Jorge Cruz, Flansburgh Architects; Wes Stinson, Environmental Partners; Sabrina Castenada and Peter Gaudreau

Meeting called to order 1:00

Agenda

1. **Public Statements** (3 minute limit each) None
2. **Environmental Partners** - Project Update
 - a. **Construction Progress & Schedule Update**- Wes Stinson reported on construction progress. Exterior framing is continuing and interior will be buttoned up within 2-3 weeks. This week working on sheathing and stairs, next week waterproofing membranes, then on to outside lighting.
 - b. **Update on Project Budget**
 - i. **Construction Budget Overview** – Paul Millett reported a current net contingency of +\$475K hard & soft costs, which includes Change Order 1—a \$12K credit—and Change Order 2, which he recommends for approval at today's meeting.
 - ii. USDA Update
 - c. **Any other project related issues** –
 - d. Review of Proposed Change Orders
 - i. CO #2 review and approval - The recommended Change Order 2 for \$27,619.07 includes the additional gun locker (\$2,603.37) requested by the Chief; a credit for OPM trailer, which is not necessary (\$8,140); and costs for revised Gable End Curtainwall \$33,155.70. Braden reported good negotiations brought the cost down by \$3,000. The net reduces the contingency funds by \$14,883.07.

Motion 1: Jeff moved that the Committee approve Change Order 2 at \$27,619.07; Arlene seconded the motion.

Vote: 4-0-1 SM abstained.

- ii. Other anticipated Change Orders
 - e. Any other project related issues
3. **Flansburgh Architects – Project Update**
 - a. **Construction Progress**

b. Submittals/RFIs –

c. Update on soft cost items

- i. **Furniture** – Jorge reported on furniture, equipment & technology. He should have numbers on furniture costs for next meeting, and hopes for purchase order approval in March. He is waiting for pricing on dispatch furniture chairs, which will be placed in Town Hall auditorium for Committee members to see.
- ii. **Equipment/Technology** - The RFQ for outside antenna being priced now and the RFQ for interior equipment is out now. There have been two presentations of security card access equipment, and we are waiting for a third to occur. There are eight items he is looking to price thru M. O'Connor, which will become change orders.

4. Construction Requisition #7 (December)

- a. Presentation by Environmental Partners and Flansburg – Presented by Environmental Partners
- b. Review by Committee; vote to approve, authorize to forward to TM

Jeff Mulliken made a motion to approve requisition #6 for the amount of \$793,829.12. Lisa Westervelt seconded.

Vote: 5-0-0

LF arrived at 1:45

5. DPW Update

- a. Topping Off Photo op
- b. Any other project related issues – Braden Witt reported on an executive session on January 18, 2023 and on good neighbor relations. Discussion of electric charging for police department fleet and possible public charging. Braden Witt reported on conversations with Eversource related to charging.

6. Review and approval of 12/06/22 Meeting Minutes

7. Meet with potential new Committee member – Brian Becker

Brian talked about his history, experience, and interests and his desire to join the Building Committee. Sheila McGuinness relayed a history of the Building Committee related to the Police Station project and various elements of the process. Discussion included potential new projects and the role of an alternate member of the Building Committee.

Jeff Mulliken noted that the Committee would like Brian Becker to allow the committee to discuss his joining the committee in private and get back to him. Brian Becker left the meeting.

Lisa Westervelt made a motion to appoint Brian Becker as an alternate member of the committee. Paul Kelly seconded.

Vote: 5-0-0

8. Other Matters that may legally come before the Committee not known at the time of posting.

The Committee discussed the Annual Report. Discussion also covered the process for voting on new members and what constitutes the need for an executive session. Arlene Weston brought

up sharing information regarding the progress at the police station with the public. Jeff Mulliken suggested that he could facilitate connecting Arlene Weston with Assistant Town Manager Dan Riviello to engage more with the public. Braden Witt described the social media posting process. The committee commented on potential to expand the public engagement.

Sheila McGuinness made a motion to adjourn, Arlene Weston seconded

2:41 pm meeting adjourned

Respectfully Submitted,

Jeff Mulliken, Chair