

Provincetown Building
Committee
Meeting Minutes
February 1, 2023, 1:00pm

The Provincetown Building Committee held a public meeting on Tuesday February 1, 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 (E), Paul Kelly (E), Lisa Westervelt (P), Arlene Weston (P), Linda Fiorella, Alt. (P) Brian Becker, Alt. (P)**

(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; Sabrina Castaneda, Flansburgh Architects; Wes Stinson, Environmental Partners;**

Meeting called to order 1:02pm

Agenda

1. **Public Statements** (3 minute limit each) None
2. **Environmental Partners - Project Update**
 - a. **Construction Progress & Schedule Update**- Wes Stinson presented information on construction progress including framing, electricity, and that other work including plumbing and other interior work will begin soon.
 - b. **Update on Project Budget** Paul Millett presented information on the budget.
 - i. **Construction Budget Overview (joint discussion with Flansburgh, see #3b and #3c below)**– Sabrina Castaneda presented details of the budget projections and the current hard and soft cost budgets including contingency funds. Paul Millett noted that while there is a healthy contingency now there will most certainly be additional change orders on interior work. Discussion covered potential specific cost changes which may arise. Braden Witt discussed the need for an additional fiber line connection which could potentially be a change order of 5-6,000 dollars.
 - c. **Any other project related issues** –
3. **Flansburgh Architects – Project Update** – Jorge Cruz discussed construction progress.
 - a. **Construction Progress** – Jorge Cruz discussed change orders both upcoming and closed.
 - b. **Submittals/RFIs/Review and approval vote for January Requisition, including any finalized Change Orders – if available** – The committee and other attendees discussed in general some upcoming change orders to be brought to the committee once there are specific amounts. Jorge Cruz discussed various elements of the budget some of which are under budget.

MOTION: Jeff Mulliken Move to approve the change to Genetech and authorize Environmental Partners and Flansburgh to negotiate any credit back to the specified system and to approve the Town to execute purchase orders for the IT system within the existing budget and to approve the addition of an extra 911 clock in the facility.

Arlene Weston seconded the motion

Vote 5-0-0

- c. **Review of Proposed/Potential Change Orders**
 - i. **Continue discussion from 1/18/23 on Construction and Owner Related Change**

Orders.

ii. Include summary of all adds and credits, confirmed amounts and estimates.

- d. Review Status of Furniture Budget, Police Equipment, Technology, Security Selections etc., & Budgets** – Chief Golden reported on his research on technology options. Braden Witt reported on similar findings related to technology options.
- e. Confirm “Sit On” test, 1/30/23 9:30 am – 11:30 am, at VMCC** - The committee and other attendees discussed the sit on test, the chairs, the cost, and options.
- f. Any other project related issues**

4. DPW Update

- a. Any Police Station project related issues** – Braden Witt discussed sewer connection meetings coming up. USDA resubmission is being worked on. Two letters of community support are required for the resubmission.

5. VMCC Study -- Confirm Site and Building Tour on 2/15/23, with Weston and Sampson, 1:00 PM. Discuss meeting schedule, room location etc. Discussion of the VMCC project options.

6. Review and approval of 12/06/22, 1/04/23, and 1/18/23 Meeting Minutes

MOTION: Arlene Weston made a motion to approve the minutes 12/6/22, 1/04/23, and 1/18/23 as amended.

Vote 5-0-0

- 7. Discussion of Year Rounders’ Festival participation, Saturday 3/11/23, 10:00 AM – 4:00 PM** – discussion of participation in the festival including taking time to man the table.
- 8. Social Media and Public Communications update (Arlene)** – Arlene Weston reported on her meeting with Dan Riviello regarding social media postings and public updates on progress. Discussion continued to cover a ribbon cutting ceremony with entertainment and possibly alcohol licenses.
- 9. Other Matters that may legally come before the Committee not known at the time of posting.** Discussion of a way to honor the VFW by moving a flagpole and/or plaque over to the police station site and possible supplemental funds.

Arlene Weston made a motion to adjourn, Brian Becker seconded

2:22 pm meeting adjourned

Respectfully submitted,

Jeff Mulliken, Chair