

Provincetown Building Committee
Meeting Minutes
February 15, 2023, 1:00pm

The Provincetown Building Committee held a public meeting on Tuesday February 15, 2023 at 1:00 pm at the **VMCC, 2, Mayflower St, Provincetown**, 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 (P), 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 1:00pm

Agenda

- 1. Public Statements** (3 minute limit each) None

Arlene Weston arrived at 1:02pm

- 2. Project Construction Update - Environmental Partners & Flansburgh Architects**

- a. Construction Status and "Look Ahead"** – Paul Millett reported that the budget looks good but noted that there may be a couple of months delay to reach Substantial Completion due to a late delivery of the main electrical switchgear. Discussion on move-in date included Chief Golden's comments that early 2024 would work with a planned process to accomplish a changeover from the old station to the new station. A proposed switchgear substitution available sooner, by another vendor at an additional cost, was viewed as not necessary, due to the Chief's planned move in schedule.
- b. Construction Schedule** – Jorge Cruz discussed that there would be about 30 days post-substantial completion before the actual move-in could take place.
- c. Any other Construction related issues** – concurrent with above
- d. Committee questions and comments** – concurrent with above

- 3. Project Budget Update –**

- a. Normally will be reviewed monthly at first meeting of the month.**
- b. Review of any issues that require discussion at this meeting** – Jorge Cruz discussed various budget items and expected more specific updates by March.

MOTION: Move to agree upon a budget for Police equipment from Donegan systems of up to \$212,000 with hopes it is less than that. Lisa Westervelt seconded.

Vote: 5-0-0

MOTION: Lisa Westervelt moved to allow M O'Connor to proceed to allow reframing for expansion of 1st floor roll call room and two adjacent rooms with change order to follow. Arlene Weston seconded.

Vote 5-0-0

- c. Committee questions and comments** – concurrent with above

- 4. Change Order #3 – Flansburgh Architects –**

- a. Detail review** – Jorge Cruz noted change order #3 relates to doors, an electrical issue, and

removal of soils, and sally port changes. \$50, 940.13

b. Vote for Committee approval.

MOTION: Arlene Weston moved to approve change order #3 in the amount of \$50, 940.13. Paul Kelly seconded.

VOTE:5-0-0

5. Requisition #8 (work completed between 1/01/23 – 1/31/23) – *Environmental Partners & Flansburgh Architects*

a. Detail review – Jorge Cruz discussed the current Requisition #8.

b. Vote for Committee approval.

MOTION: Brian Becker made a motion to approve requisition #8 in the amount of \$378,695.88. Arlene Weston seconded.

Vote: 5-0-0

6. Soft Cost Items Budget and Procurement Review - Flansburgh Architects

a. Furniture

b. Police Equipment, Technology, Communications, Security etc. – Jorge Cruz noted that they are in negotiations regarding technology and other requested changes. See above under agenda item #3

c. Items requiring vote for Committee approval at this time, if any.

7. DPW Update - Any Police Station Project Related Issues – Braden Witt Braden Witt noted that there will be an article on the Warrant for Town Meeting related to pickle ball on Jerome Smith Parking Lot. USDA application is being finalized. Thanks to Finance Dept. and Sabrina for their assistance.

8. Minutes - Vote for Committee approval of 2/01/23 Meeting Minutes

Review and approval of 2/01/23 Meeting Minutes

MOTION: Arlene Weston made a motion to approve the minutes 2/01/23 Brian Becker seconded

Vote 5-0-0

9. VMCC Study -- Braden Witt explained that the committee should suggest questions and comments to be passed on to Select Board.

a. Building Tour– including short meetings with occupying agencies & departments. Brandon Motta (Recreation), Chris Hottle (Council on Aging), and Gerry Goyette (Interim Superintendent) discussed what they and their departments do in the building.

Lisa Westervelt left the meeting at 2:50pm

b. Site Tour– walking tour of the grounds.

c. Committee next steps – send in questions/comments to Jeff Mulliken.

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

Paul Kelly made a motion to adjourn, Brian Becker seconded

3:14 pm meeting adjourned.

