

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

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

(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
2. **Project Construction Update - Environmental Partners & Flansburgh Architects**
 - a. **Construction Status and "Look Ahead"** – Wes Stinson reported on construction progress both exterior and interior. Rough plumbing has started as well. Also discussed upcoming work, as well as waterproofing.
 - b. **Construction Schedule Update** –
 - i. Anticipated CO date and Police Department Move-In Schedule – Discussed that a revised schedule has been requested due to supply chain issues.
 - c. **Any other Construction related issues** – concurrent with above
 - d. **Committee questions and comments** – concurrent with above
3. **Project Budget Update – Environmental Partners**
 - a. Monthly review of budget status – Paul Millett discussed the current contingencies remaining. Sabrina Castaneda discussed a budget projection update including recent changes which have left the project with more contingency funds. Braden requested that the PO for Watson issued now. Discussion of other additions to the project.
 - b. Committee questions and comments – concurrent with above
4. **Change Order #4 – Flansburgh Architects** –
 - a. **Detail review** – Jorge Cruz noted that this is for the stair tower changes.
 - b. **Vote for Committee approval.**

MOTION: Jeff Mulliken moved to approve change order #4 in the amount of \$27,812.47. Arlene Weston seconded.

VOTE: 4-0-0

5. **Requisition #9** (work completed between 2/01/23 – 2/28/23) – *Environmental Partners & Flansburgh Architects*
 - a. **Detail review** – Jorge Cruz discussed the current Requisition #9.

b. Vote for Committee approval.

MOTION: Jeff Mulliken made a motion to approve requisition #9 in the amount of \$808,258.65. Paul Kelly seconded

Vote: 4-0-0

- 6. Soft Cost Items Budget and Procurement Review - Flansburgh Architects**
 - a. Furniture - Jorge Cruz noted that this is expected for the April meeting.
 - b. Police Equipment, Technology, Communications, Security etc. – Jorge Cruz discussed the status of these items.
 - 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 updated the committee on the USDA application, sewer pump station location, pickle ball, and parking.**
- 8. VMCC Study – Recap of the visit to the VMCC**
 - a. Review of additional option prepared by Weston and Sampson – expecting arrival of this additional option for discussion.
 - b. Committee Consolidated Comments --
- 9. Year Rounder’s Festival - March 11, 2023 – 10:00 AM – 4:00 PM**
 - a. Logistics/Display Materials
 - i. Display Boards, Video Display – discussed visuals.
 - b. Staffing during the day – discussed availability.
- 10. Minutes - Vote for Committee approval of 2/15/23 Meeting Minutes**

Review and approval of 2/15/23 Meeting Minutes – Jeff Mulliken noted some proposed changes to the minutes.

MOTION: Arlene Weston made a motion to approve the minutes 2/15/23 as amended Paul Kelly seconded

Vote 4-0-0

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

**Arlene Weston made a motion to adjourn, Paul Kelly seconded
2:18 pm meeting adjourned**

Documents discussed: construction items, budget.

Respectfully submitted,

Jeff Mulliken, Chair