

Provincetown Building
Committee
Meeting Minutes
June 8, 2023, 1:00pm

The Provincetown Building Committee held a public meeting on Thursday June 8, 2023 at 1:00 pm in 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) Brian Becker, Alt. (P)**

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

Also present: **James Golden, Chief of Police; Braden Witt, DPW Senior Project Manager; Jorge Cruz, Flansburgh Architects; Sabrina Castaneda, Flansburgh Architects;**

Meeting called to order 1:00pm

Lisa Westervelt arrived at 1:03pm

Agenda

1. **Public Statements** (3 minute limit each) None
2. **Project Construction Update** – *Environmental Partners & Flansburgh Architects*
 - a. **Construction Status and “Look Ahead”** – Jorge Cruz provided an update on construction including siding, roofing, framing, etc.
 - b. **Construction Schedule Update** – discussion included the testing schedule and move in process.
 - c. **Any other construction related issues** – concurrent with above.
3. **Project Budget Update** – *Environmental Partners*
 - a. **Monthly review of budget status** – Sabrina Castaneda reviewed the budget.
 - b. **USDA Application Update** – Sabrina Castaneda updated the committee on the USDA application.
 - c. **Committee questions and comments** – concurrent with above
4. **Owner Related and Construction Related Items** - *Flansburgh Architects*
 - a. Review of any known potential construction Change Orders and Owner related changes – Jorge Cruz discussed some new moderately inexpensive changes.
 - b. Presentation and Committee Discussion – concurrent with above
 - c. Update on Soft Costs – Furniture & Technology, Communications, Security etc. - mentioned
5. **Change Order #7** – *Flansburgh Architects* –
 - a. **Seismic Clips, Archive Room, Sally Port Epoxy, Elevator Sump, Rain Diverters**– Jorge Cruz discussed change order items.
 - b. **Presentation and Committee Discussion** – discussion of clips

MOTION: Lisa Westervelt moved to approve Change Order #7 in the amount of \$99,583.24. Arlene Weston seconded.

VOTE: 5-0-0

6. Requisition #12 (work completed between 5/01/23 – 5/31/23) – *Environmental Partners & Flansburgh Architects*

- a. **Detail review** – Jorge Cruz discussed the current Requisition #12.
- b. **Vote for Committee approval**

MOTION: Paul Kelly made a motion to approve requisition #12 for work completed between 5/01/23 – 5/31/23 in the amount of \$1,253,522.61. Arlene Weston seconded.

Vote: 5-0-0

- 7. **DPW Update - Any Police Station Project Related Issues – *Braden Witt*** – Braden Witt discussed nearby pickleball courts and potential irrigation.
- 8. **Minutes** - Vote for Committee approval of 5/08/23 Meeting Minutes

MOTION: Paul Kelly made a motion to approve the minutes 5/8/23. Arlene Weston seconded

Vote 5-0-0

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

**Jeff Mulliken made a motion to adjourn, Lisa Westervelt seconded
1:45 pm meeting adjourned**

Documents discussed: construction items, budget.

Respectfully submitted,

Jeff Mulliken, Chair