

Provincetown Building  
Committee  
Meeting Minutes  
July 12, 2023, 1:00pm

The Provincetown Building Committee held a public meeting on Wednesday July 12, 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; Paul Millett, Environmental Partners, Wes Stinson, Environmental Partners**

Meeting called to order 1:00pm

Lisa Westervelt arrived at 1:04pm

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 provided an update on construction including siding, windows, plumbing, etc. Discussion included camouflaging condenser units and landscaping.
  - b. **Construction Schedule Update** – concurrent with above.
  - c. Status of water staining treatment on Cedar siding, NW wall discussed concurrent with above.
  - d. **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 and potential items that may affect the budget moving forward.
  - b. **USDA Application Update** –
  - 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 additional change order item.

**MOTION: Jeff Mulliken moved that the costs for the millwork, vending and duct work to the exterior come out of the general project appropriation (for the range vent). Lisa Westervelt seconded.**

**Vote: 5-0-0**

- b. Update on Soft Costs – Furniture & Technology, Communications, Security etc.
- c. Presentation and Committee Discussion – concurrent with above
5. **Change Orders – Flansburgh Architects –**
  - a. **Seismic Clips, Chimney Antenna Structural Support** - Jorge Cruz discussed change order items.
  - b. **Other outstanding CO's and PCO's** - concurrent

- c. **Presentation and Committee Discussion** – discussion of clips, etc.

**MOTION:** Jeff Mulliken moved to approve Change Order #8 in the amount of \$71,544.18. Paul Kelly seconded.

**Vote:** 5-0-0

- 6. **Requisition #13 (work completed between 6/01/23 – 6/30/23) – Environmental Partners & Flansburgh Architects**
  - a. **Detail review** – Jorge Cruz discussed the current Requisition #13.
  - b. **Vote for Committee approval**

**MOTION:** Lisa Westervelt made a motion to approve requisition #13 for work completed between 6/01/23 – 6/30/23 in the amount of \$822,738.08. Arlene Weston seconded.

**Vote:** 5-0-0

- 7. **Recap of Meeting with Tree Advisory Committee – Jeff Mulliken**
  - a. Irrigation system – Jeff reported on a meeting and irrigation system potential.
  - b. Recommendation to find alternate planting for lawn areas.

**8. Update on Plaque, Building Signage, Building Naming – Flansburgh, Braden, Sheila**

Potential plaques were discussed. Sheila McGuinness proposed the addition of former committee members and staff involved in getting to this point. Discussion of expected dates related to completion.

Further discussion covered naming the police station, the lobby, the roll call room, and the second floor conference room. The committee was presented with suggestions from the Select Board and discussed them one by one.

The committee discussed the wording of the potential dedications and signage and committed to explore the wording, names, styles and placement of the dedications.

**MOTION:** Jeff Mulliken moves to officially name the new police station on Jerome Smith as the Provincetown Police Station. Arlene Weston seconded.

**Vote 5-0-0**

Discussion covered whether or not to name interior rooms for individuals associated with the Police Department.

**MOTION:** Jeff Mulliken moves that the building endorse naming the roll call room and the second floor conference room for notable figures in the history of the Provincetown Police Department. No second. Motion failed.

Discussion continued on the complexity of choosing names and uncertainties around naming non-public-facing rooms in the facility.

**MOTION:** Paul Kelly made a motion to not name the roll call room and second floor conference room. Arline Weston seconded.

**VOTE:** 5-0-0

The committee discussed the signage on the front of the building.

**MOTION:** Jeff Mulliken made a motion to approve the Provincetown police building signage as proposed by the architect. Lisa Westervelt seconded.

**Vote -5-0-0**

Discussion continued on the badge signage on the route 6 side of the building.

**MOTION: Arlene Weston moved to support the blue badge sign. Jeff Mulliken seconded.**

**VOTE: 3-2-0**

**9. DPW Update - Any Police Station Project Related Issues – *Braden Witt*** – Briefly discussed

**10. Minutes** - Vote for Committee approval of 6/08/23 Meeting Minutes

**MOTION: Sheila McGuinness made a motion to approve the minute of 6/8/23. Paul Kelly seconded**

**Vote 5-0-0**

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

**Shelia McGuinness made a motion to adjourn, Jeff Mulliken seconded**

**2:55 pm meeting adjourned**

**Documents discussed: construction items, budget.**

Respectfully submitted,

Jeff Mulliken, Chair