



TOWN OF FREETOWN

Police Sub-Committee

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J. G. Brown

Meeting Minutes - Thursday, September 10, 2020

A meeting of the Police Sub-Committee was held on Thursday, September 10, 2020 @ 4:00 p.m., on site at the new Freetown Police Station, Memorial Way, Freetown, MA.

PRESENT: Chairwoman Lisa Pacheco, Chief of Police, Carlton Abbott, Sgt. Benjamin Levesque, Mary Rezendes-Brown, and Charlie Sullivan

ALSO PRESENT: Taylor MacDonald, Neil Provost of Pomroy Associates, Andy DiGiammo (CGA) and Catrina Goncalves, Recordings Clerk.

ABSENT: Town Administrator, David DeManche, Officer Mark Fornaciari, Robert Jose and Paul Sadeck

Meeting called to order at 4:05 PM

TOPIC: Approval of Meeting Minutes - August 6, 2020

MOTION:

Motion made by Sgt. Levesque to approve the August 6, 2020, Meeting Minutes, seconded by Charlie Sullivan. Unanimously approved.

TOPIC: Construction Update

Mr. Provost announces there has been a lot of progress within the last few months and due to the amount of people in the building, he would like to compliment Ed and Oliver from H.V. Collins, along with Andy Digiammo who have made the project run smoothly, as a project of this size is not easy to manage alongside the COVID 19 Pandemic.

Currently, they are completing the installation of the Baseboard, finishing the Painting, and the installation of the hardware, and Mirrors, etc.. The Communications area has also been worked on and the Security System Pads have been installed and are active.

Cleaning is currently ongoing as the furniture will arrive on Monday. Vertical will be on site next Thursday installing the phone system. The IT equipment installation will also start on the following week, as well as minor installations in the Male and Female Restrooms.

The Generators were tested today and will need a couple of parts from the manufacturer, but it is otherwise in good working order. The Fire Suppression System pumps will also be tested on Monday and on Tuesday, a Rig will be on site to begin installing the light poles.

The Ice Bridge was installed today, as well as E911 being on site installing their last piece of major equipment.

Ms. Pacheco questioned if the Tower is working. Mr. Provost answered it is not, as a modification was made to the Ice Bridge today.

TOPIC: Project Schedule Update

Mr. MacDonald states the overall completion date was scheduled for September 15, though he believes the end of September the building will be ready. No additional costs or time is expected.

Mr. Provost states the COVID cleaning has been stopped as of last Friday, but the temperature checks will continue in the mornings for onsite personnel.

Mr. Macdonald announces the insurance has been switched from Builders Risk to the Town's policy, and a lot of coordination was done to ensure there was no gap in coverage.

TOPIC: Material Testing

Mr. MacDonald states the asphalt has been tested, and there are no issues. Mr. Provost states they are currently testing the material for the sidewalks located at the back of the building.

TOPIC: Change Requests

Mr. MacDonald refers to the Change Order Log, dated 8/31/20. The amounts listed have been approved and added into the budget. Currently, up for approval, are Change Order #'s 49, 50, and 51 which are COVID costs. Change Order #5, the upgrade to the exterior sign, and the cost of 3 more weeks of COVID costs, (Line #'s 54, 55 and 56).

TOPIC: Exterior Sign Update

Mr. DiGiammo addresses the exterior sign update. He has redesigned the sign in order to match the pilaster and the masonry of the building, as opposed to the PVC. Mr. DiGiammo did not charge for the upgrade redesign and feels it would be a long-lasting sign as opposed to the current proposed sign.

Chief Abbott states the location of the sign would not block the line of vision of any oncoming traffic on Memorial Way.

MOTION:

Motion made by Mr. Sullivan to approve all Change Orders, Seconded by Sgt. Levesque. Unanimously approved.

TOPIC: Budget Update

Mr. MacDonald refers to Budget Update #17C, dated August 31, 2020. Mr. MacDonald states the top line is the General Construction line (HVC), which includes change orders 1-16, it does not include #'s 17, and 18. He notes Line 13, the Land Survey Line, incurred a savings, reduced from \$28,900 to \$24,986. The amount of \$3,913 will be added into the contingency amount. As there are no legal fees incurred in Line #22, \$10,000 will be added to the contingency amount. Line #27 is the paging system that was an add-on to the phone system, that was approved at a prior meeting, this amount has been added to the budget. Line #28 is the Misc. Loose Equipment that was approved by the Committee on 8/6, this amount is being tracked separately. The other items listed, i.e., Industrial Change Order for the Ice Bridge, as they needed longer extensions, an additional lift and additional time, approved by Ms. Pacheco, prior to the

work being done. There is also a \$2,000 cost for a Verizon engineering fee, to cover the cost of moving the pole. The Open Changes are \$25,674 which have been approved during this meeting. The contingency amount is currently at \$189,000.

Factoring in the potential savings of the Utility Company Back charges for \$25,000, Material Testing for \$20,000, Move Costs of \$15,000, bringing the contingency amount to around \$250,000.

Ms. Pacheco states the amount will possibly be over \$250,000 if the Town is approved to receive any COVID cost reimbursements by the federal government. If the costs are approved, it will be added to the contingency amount.

TOPIC: Owner/Vendor Updates

Mr. MacDonald states the Ice Bridge is installed, furniture will be delivered on Monday, the Dispatch Consoles have been delivered and installed, they are starting the radio installation, phones will be delivered next week, and Chief Abbott is working with Virgil Pacheco on the PD equipment purchases.

TOPIC: Ribbon Cutting Ceremony

Mr. MacDonald states it is customary to wait a month to select the Ribbon Cutting ceremony date, allowing sufficient time to settle into the building.

TOPIC: Review and Approve invoice

None

TOPIC: New Business/Open Discussion

Chief Abbott stated he would like to revisit the Data/Power requests under the Change Order Section of the Agenda. Chief Abbott stated he would like to have a data and power line installed into the report writing room, enabling the officers to observe the prisoners in the cell block on a monitor. The break room also needs data and power line for a TV.

Chief Abbott stated at a previous meeting, the electrical contractor submitted a ridiculous estimate for the installation for 8 additional Proximity Readers. At the time, the decision was made to defer the discussion until the project was substantially completed and Mr. DiGiammo could obtain a reasonable quote from another electrician. Chief Abbott states he needs only 2 additional Proximity Readers, one in the Evidence Room and the other in the Training/Accreditation Room. Mr. MacDonald states he and Mr. DiGiammo will work on getting another quote, but the quote will include the cost for the Key Cabinet wire.

MOTION:

ADJOURNMENT:

Motion made by Mr. Sullivan to adjourn meeting, seconded by Sgt. Levesque Unanimously approved. Meeting adjourned at 4:35 PM.

This is a true record by me:

A handwritten signature in black ink, appearing to read 'Catrina Goncalves', written over a horizontal line.

Attest: Catrina Goncalves
Recordings Clerk

List of documents/exhibit used in this meeting pursuant to M.G.L. c. 30A, § 22 (a)

1. PCO/Change Order Log, dated 8/31/20 - prepared by Pomroy Associates
2. Budget Report Update #17C, dated 8/31/20 - prepared by Pomroy Associates