



**TOWN OF FREETOWN**  
**Police Sub-Committee**

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*JA Brown*

**Meeting Minutes - Thursday, August 6, 2020**

A virtual Zoom meeting of the Police Sub-Committee was held on Thursday, August 6, 2020 @ 4:00 p.m..

**PRESENT:** Acting Chair, Bob Jose, Chief of Police, Carlton Abbott, Sgt. Benjamin Levesque, Charlie Sullivan, Mary Rezendes-Brown, Town Administrator David DeManche and Paul Sadeck

**ALSO PRESENT:** Taylor MacDonald, Neil Provost and Virgil Pacheco of Pomroy Associates, Andy DiGiammo of C.G.A., Catrina Goncalves, Recordings Clerk, and 1 unidentified caller/participant (late arrival, early departure)

**ABSENT:** Chairwoman Lisa Pacheco, and Officer Mark Fornaciari

**This is a Virtual Zoom Meeting**

Chairwoman, Lisa Pacheco is not present. Meeting called to order at 4:10 PM by Acting Chair, Bob Jose.

Acting Chair, Bob Jose, calls for Recordings Clerk, Catrina Goncalves to take attendance of members/participants present in meeting.

**ATTENDANCE:**

**Committee Members:** Lisa Pacheco: Absent Robert Jose: Present Dave DeManche: Yes Chief Abbott: Present Sgt. Ben Levesque: Present Officer Mark Fornaciari: Absent Mary Rezendes-Brown: Present Charlie Sullivan: Present Paul Sadeck: Present

**Participants:** Taylor MacDonald, Andy Digiammo, Neil Provost, and Virgil Pacheco

**TOPIC:** Approval of Meeting Minutes - July 1, 2020

**MOTION:**

**Motion made by Charlie Sullivan to approve the July 1, 2020 Meeting Minutes, seconded by Sgt. Levesque. Unanimously approved.**

**Roll Call Vote:**

**Chief Abbott:** Yes **Sgt. Levesque:** Yes **Mary:** Yes **Bob:** Yes **Paul:** Yes **Charlie:** Yes

Motion carries.

**TOPIC:** Construction Update

Mr. Provost states the upcoming couple of weeks will be very busy on the construction site.

The construction trailers have been removed from the site and temporary power has been disconnected. On Monday, HV Collins will be starting construction on some of the roadwork, continuing work on the septic system, and collecting road material to be tested. The installation of the interior doors are also nearing completion. The Millwork crew is installing the base and wall cabinets, along with the countertops. The flooring installation has been ongoing, the side rooms are to be completed first, followed by the main areas. The electrician will be installing lights, plugs, and switches, etc. during the following week. The Tiling on the floor and walls is ongoing and grouting will be starting mid week. Plumbing supplies have been delivered, and the sinks, toilets, faucets, etc., are on site and will be ready for installation within the next week or two. The roofing will be starting next week on the Carport and in the detention area, the cell doors and metal ceilings will be completed within the next week.

The Tower has one more component to be installed, which is the Ice Bridge and the goal is to have the Radio Vendor, Comtronics, be on site at the same time, ensuring any details and/or issues are worked out.

The communication lines have been installed into the building and the E911 Service has been scheduled to be on site no later than the 12th. The Furniture delivery date is still scheduled to be September 14th. The dispatch consoles will be out for delivery within the next week.

Mr. Sadeck states during the last meeting, Labor Day was given as move-in date and he questions Mr. MacDonald as to why the move in date has changed. Mr. MacDonald states the date of September 4th is the substantial completion date, which is when the construction portion has wrapped up, not the move-in date. Mr. MacDonald states that the last month to 6 weeks is spent coordinating with E911 systems, along with conducting security checks, furniture set up, etc., followed by the move-in date shortly thereafter.

Mr. Jose questions whose responsibility it is for completing the technology changeover and if we have money in the budget. Mr. MacDonald states the Town IT department will typically handle the changeover and there is an unspent amount of \$25,000 in the Miscellaneous Equipment line, any amount over the initial \$25,000 can be deducted from the contingency balance.

Chief Abbott states he and Virgil Pacheco estimated the amount of computers and other equipment needed at the new station. The estimate includes desktop computers, 911/dispatch computers capable of monitoring 64 cameras in the building, wall monitors for the roll call room, a firewall, Fingerprint LiveScan, replacement server, Defibrillators and other miscellaneous items, including IT labor charges for Charlie Stockwell.

Mr. DeManche states Mr. Stockwell is very busy and time slots need to be blocked off in his schedule to ensure the IT installation is not delayed.

Mr. MacDonald states the estimate of the new equipment would roughly be \$100,000. If the \$25,000 is spent, the committee would need to vote as to the amount of money to be deducted out of the contingency balance.

**MOTION:**

**Motion made by Sgt. Ben Levesque to approve the \$25,000 Misc. equipment amount for new equipment, with \$75,000 from the Contingency Amount, not to exceed \$100,000. Seconded by Mr. Sadeck.**

Mr Jose on further discussion of the motion, questions Chief Abbott as to how tight the budget is for the equipment. Chief Abbott responds it is tight, and Mr. Jose asks if any further discussion of the motion is needed.

Mr. Sadeck opines the project is at the end and we should not skimp on equipment, and he would like to request Sgt. Levesque amend his motion to not exceed \$125,000, instead of the \$100,000

**AMENDED MOTION:**

**Motion made by Sgt. Ben Levesque to approve the \$25,000 Misc. equipment for the new equipment, with \$100,000 to be deducted from the Contingency Amount, not to exceed \$125,000. Seconded by Mr. Sadeck. Unanimously approved.**

**Roll Call Vote:**

**Chief Abbott:** Yes **Dave:** Yes **Bob:** Yes **Sgt. Levesque:** Yes **Mary:** Yes **Paul:** Yes **Charlie:** Yes

Motion Carries.

**TOPIC:** Material Testing

Mr. MacDonald states a FireStop Consultant has been on site. Mass Code requires all fire stopping equipment must be tested by a third party consultant. The Contractor will follow up on any concerns. Final testing of the Fire Alarm and Sprinkler and all life safety devices will also be completed. The Roadway Base and Loam will be tested. No issues to report.

**TOPIC:** Change requests

Mr. MacDonald refers to Change Order Log #17, dated 8-6-20 and states the only items needing discussion is the COVID19 costs, as the only recent change orders are the new power requirement for E911 service to the building which is \$385 and a refrigeration unit that needed to be ordered as they did not fit the evidence kits, at a cost of \$1,482.

Mr. MacDonald refers to Budget update dated August 6, 2020, and states all open changes have been figured into the contingency amount.

Mr. Sadeck questioned Mr. MacDonald if he can foresee any substantial additional costs coming up. Mr. MacDonald responds that he doesn't know, but if not for the COVID costs, our contingency amount would be at 400 or 500 thousand.

Mr. Sadeck questioned Mr. DeManche if the Town is being reimbursed by the federal government for any of the COVID costs. Mr. DeManche responds that the Town has submitted an estimate of costs, not actual bills, and it is noted in the submitted documents that the Police station has incurred costs due to COVID.

Mr. Jose questioned Mr. DeManche if the State has a program or just the Federal government, Mr. DeManche responds only Federal at this point. Mr. Jose asks if it's the \$800,000 amount that can be withdrawn from. Mr. DeManche responded, "Yes".

Mr. Sadeck questioned if they have approved an amount that can be withdrawn from. Mr. DeManche answered, "yes, 800,000 thousand. Immediately, thereafter, an unidentified Male Voice stated: "\$800,000, you dumb f\*\*\*."

Mr. Sadeck questioned "Who was that?" No one answered, and the speaker did not identify themselves.

Mr. Jose asks Mr. Sadeck if he had any further questions, Mr. Sadeck responded "No, not after that comment". Mr. Sadeck exited the meeting.

Mr. MacDonald reads the list of people currently in the meeting: Himself, Ben, Bob , Catrina, Dave, Mary, Andy, Virgil, Chief Abbott, and Neil.

Mr. MacDonald asks if anyone wants to make a motion to cover the COVID19 costs.

**MOTION:**

**Sgt. Levesque makes a motion to approve the costs of Change Orders 39, 40, 41, 42, 45, 46, and 48. Seconded by Mr. Sullivan. Unanimously approved.**

**Roll Call Vote:**

**Chief Abbott: Yes Dave: Yes Bob: Yes Sgt. Levesque: Yes Mary: Yes Charlie: Yes**  
Motion Carries.

**MOTION:**

**Motion made by Mr. Sullivan to approve Change order #44, power requirement for E911 service at a cost of \$385 and the Refrigeration Unit re-order at \$1,482 for a total of \$1,867. Seconded by Sgt. Levesque. Unanimously approved.**

**Roll Call Vote:**

**Chief Abbott: Yes Dave: Yes Bob: Yes Sgt. Levesque: Yes Mary: Yes Charlie: Yes**

Motion Carries.

**TOPIC:** Police Station Street Sign

Mr. DiGiammo requests to discuss the Street Sign to be placed outside of the building. Mr. DiGiammo would like to replace the PVC Pilasters with Masonry and Brick, as it would match the building and would last forever. The cost will be about \$4,500

Mr. Jose requests a quote to be presented to the board in writing prior to a vote. Mr. Sullivan requests a drawing be sent to the Board. Mr. DiGiammo states he has a drawing and estimate and will forward both to the Board.

**TOPIC:** Review and Approve invoices

Mr. MacDonald announces he received an email from HV Collins in regards to the 2 month extension at a cost of \$25,200 The email confirmed that the Superintendent will be on site, and they have not received any costs from any subcontractors nor do they expect any.

Mr. Sullivan questioned Mr. MacDonald if the \$25,200 is already figured into the contingency amount or yet to be deducted. Mr. MacDonald responds that it has been configured into the contingency as a potential cost.

**MOTION:**

**Motion made by Mr. Sullivan to approve the \$25,200 amount to cover the HV Collins Extension. Seconded by Sgt. Levesque. Unanimously approved.**

**Roll Call Vote:**

**Chief Abbott:** Yes **Dave:** Yes **Bob:** Yes **Sgt. Levesque:** Yes **Mary:** Yes **Charlie:** Yes  
Motion Carries.

**TOPIC:** Time Capsule

Mr. Jose states Lisa Pacheco had some questions regarding the Time Capsule, i.e., the cost, budget allowance, etc.. Mr. MacDonald suggests it is possible Pomroy Associates may make a donation towards the cost, and he will look into it.

**TOPIC:** Open Discussion

**Bob:** No **Chief:** No **Ben:** No **Mary:** No **Charlie:** No **Dave:** No **Neil:** No **Andy:** No **Virgil:** No

**TOPIC:** Next Meeting

Tentatively scheduled to be on site.

**Acting Chairman Bob Jose addresses Committee:**

Acting Chair Bob Jose states that it is unfortunate that he must say this, but all participants should be respectful of others and to have decorum during meetings. He does not know who made the offensive comment, but as we are approaching the end of this project, he appreciates the time and dedication everyone has contributed to the project, but we are to be civil to one another.

**ADJOURNMENT:**

**MOTION:**

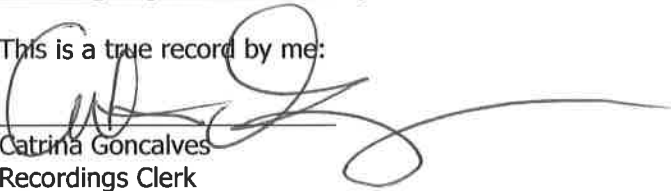
**Motion made by Mr. Sullivan to adjourn, seconded by Sgt. Levesque. Unanimously Approved.**

**Roll Call Vote:**

**Chief Abbott:** Yes **Dave:** Yes **Bob:** Yes **Sgt. Levesque:** Yes **Mary:** Yes **Charlie:** Yes  
Motion Carries.

**Meeting adjourned at 4:45pm**

This is a true record by me:

  
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 8/6/20 - prepared by Pomroy Associates
2. Budget Report Update #17, dated 8/6/20 - prepared by Pomroy Associates