



## TOWN OF FREETOWN

### Police Sub-Committee

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*J. Brown*

#### Meeting Minutes - Thursday, February 27, 2020

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A meeting of the Police Sub-Committee was held on Thursday, February 27, 2020 at the Council on Aging, 227 Chace Road, East Freetown, MA @ 4:00 P.M.

**PRESENT:** Chairwoman Lisa Pacheco, Town Administrator David DeManche, Officer Mark Fornaciari, Sgt. Benjamin Levesque, Robert Jose, Mary Rezendes-Brown, and Paul Sadeck

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

**ABSENT:** Chief of Police, Carlton Abbott and Charlie Sullivan

This meeting was recorded by FREECAM.

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Meeting called to order at 4:00 p.m.

#### **TOPIC: Approval of Meeting Minutes**

1/30/20 Meeting Minutes to be approved.

#### **MOTION:**

**Motion made by Sgt. Benjamin Levesque to approve the January 30, 2020 Meeting Minutes, seconded by Mr. Sadeck, Unanimously approved.**

Mr. MacDonald announces a tour of the police station may be done after this meeting, or following the next scheduled meeting.

#### **TOPIC: Construction Update**

Mr. Provost announces the mechanical subcontractors (Electrical/HVAC/Plumbing/Fire Sprinklers) are nearing completion of the rough services. The first utilities inspection was completed by Eversource, from the pole to the location of the transformer pad. The completion of the 2nd run-in by the electrician will cause the Town inspector and Eversource to complete another inspection. Due to the break in the weather, the siding as well as some more waterproofing is ongoing outside of the building. A schedule update has been requested from H.V. Collins to be presented at the construction meeting next week.

Mr. MacDonald announces the overall schedule is still on track for the end of June or early July.

#### **TOPIC: Project Budget Update**

Mr. MacDonald announces the only change since the last update is the addition of the CarPort. Mr. MacDonald refers to the PCO/Change Log, Line 34, which shows the impact on the contingency amount, bringing the total amount below \$500,000. Mr. MacDonald states there are several items that came under the expected cost, which generated substantial savings. Items are the furniture, radios, utility company back charges, material testing, move costs, and the dispatch consoles, bringing the contingency amount up to \$540,000.

**TOPIC: Material Testing Update**

Mr. Provost states as the winter months are coming to an end, they will increase the amount of material testing. Any imported material that is to be used for certain fills, including materials used for the subsurface of the roadways will require samples for testing in order to pass compaction tests.

**TOPIC: Change Requests**

Mr. DiGiammo refers to the PCO/Change Log. Referencing Line number 20, Mr. DiGiammo explains Cell Carrier Infrastructure and Shoring as money the Town would invest to complete work under the roadway, in order for the roadway not to be disturbed when Cell Carriers install on the tower.

Mr. MacDonald states he received the estimated cost of the Cell Carrier Infrastructure/Shoring work this afternoon. The estimated cost of \$60,000 is excessive and they are working on another estimate. The cost would include shoring work needed, due to the retaining wall being close to the Tower foundation. The Tower will not arrive until July, and the work on the foundation will start at the end of March, the groundwork/asphalting will begin in April.

Ms. Pacheco suggests back charging the cell carrier companies as part of any contract procured between the Town and Cell Carrier companies.

Mr. DiGiammo refers to the PCO Change Log #21, and explains there were fire separation details that were modified due to mechanical and electrical work. The cost will range between \$5,000 to \$6,000 when it is completed.

Mr. Jose questioned the status of the cost of the security upgrades Chief Abbott requested. Mr. DiGiammo answers the project can be completed post construction at a much lower cost.

**TOPIC: Owner Vendor Updates**

Mr. MacDonald states the contract has been sent out to the Tower vendor, Industrial Tower. The plans have been returned, and they are currently waiting for a fabrication release date. There is a special permit hearing on March 4th to allow the Tower height to be 180 feet. The vendor has requested a release, in order to get the tower into the queue for fabrication. A representative for the Town, Pomroy Associates, and Industrial Tower will be present at the hearing.

**MOTION:**

**Motion made by Mr. Sadeck to approve the release in order to start fabrication on the Tower, seconded by Sgt. Levesque. Motion Passed 6-1. Mr. Jose recused himself as a member of the Planning Board.**

**TOPIC: Furniture**

Mr. Pacheco states Chief Abbott has decided to go with Sheehan's Furniture, as they were the lowest bid by \$10,000. Currently, there is a \$7,000 contingency, as the fabric and colors have not been chosen. Mr. Pacheco recommends starting the final contract process with Sheehan's furniture.

**MOTION:**

**Motion made by Mr. Jose to proceed with Sheehan's furniture, seconded by Sgt. Levesque. Unanimously approved.**

**TOPIC: Phones**

Mr. Pacheco announces they have worked with Vertical Phones, as they are the current vendor for the Town. Vertical has agreed to come within the \$35,000 budget, which included a number of speakers and a paging system to be installed. Mr. MacDonald states the wiring for the speaker/paging system were a value added item and not part of the original quote. The number of speakers total 32, and are based on locations designated by Chief Abbott, with provisions in place to add speakers in the future.

Mr. Pacheco stated the combined saving between the phone and furniture quotes are \$31,000, and along with a \$7,000 contingency in the furniture budget that will potentially not be used, we can expect a potential savings of \$38,000.

Sgt. Levesque stated he has questions about the overhead paging, as some staff members do not carry a radio, and if keying radios will create feedback in the speaker system. Mr. Pacheco answers paging can be broadcast over the phones, and the common areas are also for paging and radio, but radio transmissions will not be broadcast over the phone system.

Ms. Pacheco is in agreement with the proposed phone system but questioned the amount of speakers as seemingly excessive, and stresses the focus should be on the needs of the building.

Mr. MacDonald states the committee can move forward with a vote on the phone system, and continue to discuss the speaker system at a later time. Mr. Jose states a site visit can answer some questions about the speaker/paging system.

**MOTION**

**Motion made by Sgt. Levesque to move forward with Vertical Phones, seconded by Officer Fornaciari. Unanimously approved.**

**TOPIC: Dispatch Consoles**

Mr. MacDonald states the pricing for the dispatch consoles is \$15,000 under budget. Chief Abbott made some minor changes in relation to shelving and fabric, which will also save additional money.

**TOPIC: Utility Update**

Mr. Provost states he is reviewing the excavation plan for the propane tanks, and they will go over the final details with H.V. Collins. Water is accessible in the building and there is a temporary electric line as well.

**TOPIC: Review and Approve Invoices**

None

**TOPIC: Open Discussion/New Business**

Mr. Sadeck questioned how the building will be cleaned. Ms. Pacheco answers there are some options, including a cleaning company, or hiring a specific person. The cost of the services will be covered by the operating budget.

**TOPIC: Next Meeting**

**Wednesday, March 18, 2020 @ 4:30 pm**

**ADJOURNMENT:**

**Motion made by Mr. Jose to adjourn the meeting, seconded by Officer Fornaciari, Unanimously approved. Meeting adjourned at 4:49 PM**

This is a true record by me:

A handwritten signature in blue 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 2/27/20 - prepared by Pomroy Associates