

FIRE HEADQUARTERS BUILDING COMMITTEE

July 20<sup>th</sup>, 2022 5:30 pm

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TOWN CLERK  
2022 AUG 24 PM 1:41  
MILLBURY, MASS.

Members in attendance: Chair D. Rudge, B. Gasco, P. Concemi, M. Mann, S. Piscitelli, S. Kosiba

Guests in attendance: Town Manager Sean Hendricks; Alyssa Chatani (CHA Consultants); Jeff Shaw (Context Architects), Abe Hafiani (Castagna Construction), Paul Stringham (Building Inspector)

Pledge of Allegiance

Dave presented the first invoice for processing. Invoice # 00021, Context Architecture, dated 07/08/2022 for \$30,000 as part of the Construction Administration. Dave explained the procedure we will use to pay invoices. The invoice will be presented to the Building Committee for signatures. That will then be sent to the fire department clerk for processing. The Town Manager agreed that will be the proper procedure.

Dave explained the kickoff meeting that took place July 14<sup>th</sup>. He discussed the detail of what was discussed as far as project criteria and payment procedures. Joe Sullivan and Jeff Shaw had a good discussion with the contractor to be sure everyone was in line with what was expected.

Building Inspector Paul Stringham introduced himself. He stated he was willing to work with the group and is hoping for a smooth project. He explained the permitting process, which is on-line only. The process for the permit has been started but not completed yet. Abe from Castagna discussed the process with Paul to be sure it would be submitted.

Jeff Shaw stated things are going smoothly. They have been sending information to the contractor. They reviewed the logistics plan with Castagna and have a good understanding. Dave let Jeff know we should schedule something with the abutters, Jeff agreed. The Building Inspector stated it would be beneficial if the construction plans were sent to him for review to get a jump on it. Abe stated a plan set was uploaded in the permit system (but until the permit is completed, they are not available to the Building Inspector). Abe stated they will send a pdf set to Paul, and put them on a thumb drive).

Alyssa Chatani discussed the kickoff meeting. The schedule of values for Castagna is being worked on. They are using Procore for everything. She suggested a reverse 911 call to abutters during the blasting and demolition. They will also do an updated budget. She stated they need to do a contract extension for the additional months of the project. She will get it to the committee before the next meeting.

Town Manager Sean Hendricks explained the Code Red the town uses is not very effective and we should do a face-to-face and door knocking for the abutters. He also brought up an idea the Redevelopment Authority has for a fund raiser. They would like bricks from the school taken down from this project and also from the old Shaw school to sell. Sean asked Castagna if it would be possible to put aside about 100 bricks, that don't get too damaged. The Redevelopment Authority will clean them up. He could have the town DPW haul them away. Abe didn't see a

problem with that, they could put the on a pallet to make it easier.

Paul Concemi asked for a copy of the site plan with the notes enlarged so they can be read. Alyssa stated she would send that out to the group.

Abe explained how they will sub out the demo of the building, the contractor may separate some items to recycle. He explained if the town left anything in there they don't want, the contractor would get rid of whatever is left in the building. He estimated the town had 3 weeks to get anything out they wanted.

Alyssa explained an amendment of a contract that needs to be done for construction administration on the geotechnical work. The costs are budgeted so no extra money would be needed.





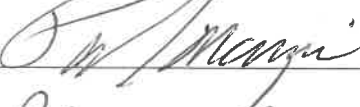


Discussion on cutting the power to the building. Chief Kosiba stated it will be cut in 2 weeks, per National Grid, but he will work on getting it done sooner.

Motion to adjourn by Steve seconded by Brian: Unanimous.

Adjourned 6:00 pm

Next Meeting: August 17<sup>th</sup>, 5:30 at the Town Hall

July 20<sup>th</sup>, 2022 Fire Headquarters Building Committee Minutes

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