

RECEIVED
TOWN CLERK

FIRE HEADQUARTERS BUILDING COMMITTEE

January 12th, 2022

2022 MAR 16 PM 1: 24

MILLBURY, MASS.

Members in attendance: Chair D. Rudge, Vice Chair/ Secretary R. Hamilton, M. Mann, B. DeVault, B. Gasco, S. Piscitelli
Board of Fire Engineers in attendance (in addition to Chief Gasco), Deputy Chief Kosiba, Asst. Chief Silver (Zoom), Asst. Chief Strom (Zoom), Asst. Chief Cadrin (Zoom)
Guests in attendance: Town Manager Sean Hendricks, Joe Sullivan, Alyssa Chatani – CHA Consultants, Aditya Modi (Zoom) – CHA Consultants, Jeff Shaw – Context Architects.

Meeting called to order at 5:30 pm
Pledge of Allegiance

PREVIOUS MINUTES: Motion by Maxine and seconded by Brian to accept the minutes of 12/22/21; Unanimous

OPM UPDATE: Joe Sullivan; A document listing the proposed timeline was handed out, Joe reviewed each step, he discussed what had been done so far to publicize the prequalification process, he explained they must get a minimum of three for each section or they will have to do those in a second round, he stated the site visit will not be mandatory, in response to Maxine's question he replied the dates to review are the 23rd to the 27th due to needing time to evaluate them before having a recommendation, we need them in hand for Town Meeting, public information needs to be done between now and Town Meeting. Sean stated the Town Meeting is the first Tuesday in May, (May 3rd), Joe will adjust the schedule to meet that date, we should get the sub-committee formed, the drawings are with their estimators, will provide a hard number at Town Meeting for the project.

ARCHITECT UPDATE: Jeff Shaw; Not much to update, tweaking some things, they will be part of the prequalification committee, there will be some addendums, CHA offered to provide some sample "front-end contracts", they are still in line with the downtown phase II project, Zel has retired, Jeff, Angela, Wayne and possibly a new person will be on the project,

PREQUALIFICATION COMMITTEE: After a short discussion, Motion by Steve and seconded by Maxine to appoint Chairman Rudge, Chief Gasco and R. Hamilton as the committee: unanimous (note: the Town Manager will be part of the committee as will the Architect (Jeff Shaw) and OPM (Joe Sullivan), as required by law.



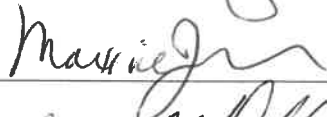
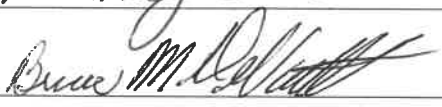
PUBLIC FORUMS: Rich asked the details on how we should inform the public and what meetings to hold, Sean suggested adding a flyer in the mailings that will go out with the warrant for the Town Meeting, after some discussion it was decided to go before the Selectmen at their next meeting (1/25 at 6:00 in the Town Hall), then schedule a public forum that will be streamed live and recorded with detailed information, possibly a Zoom session first and then later an in person session, be sure to add a paragraph summarizing the existing conditions of the fire station, some details on the flyer should be the numbers of calls, the types of service and an image of the proposed station, Jeff Shaw will send out a "skeleton" version for us to fill in what we should

have, it was agreed not to over do it, the draft should be ready in a couple of weeks.

NEXT MEETING: It was decided the committee will meet right after the Selectmen's presentation (as opposed to the original date of the 26th).

Motion to adjourn by Bruce seconded by Steve: Unanimous.

Adjourned 6:15 pm

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