



*Town of Plaistow ♦ Board of Selectmen*  
*145 Main Street ♦ Plaistow ♦ NH ♦ 03865*

**PLAISTOW BOARD OF SELECTMEN MINUTES:**

**DATE:** August 17, 2015

**MEETING CALLED TO ORDER:** 6:35PM

**SELECTMEN:**

Selectman, Steve Ranlett, Chairman  
Selectman, Joyce Ingerson  
Selectman, Julian Kiszka

John Sherman Vice Chairman,  
Selectman, Tammy Bergeron  
Town Manager, Sean Fitzgerald

**AGENDA:**

**MINUTES:**

*Motion by J. Sherman to approve the minutes of August 03, 2015. Second by J.*

*Vote: 4-0-1*

*Motion passes.*

J. Sherman notes that there was an audio problem 2 weeks ago. It was a Comcast issue and it has been corrected.

**PUBLIC COMMENT:**

None

**TOWN MANAGER'S REPORT**

Public Safety Complex Project- Owner's Project Manager Presentations

Budget Preparation

Assessing Credits/Abatements

MS-535

Request for Payment- Impact Fees

Notice to Cut Wood

CIP Committee Meeting

Treasurer Resignation

GREE Funding

Unitil Energy Efficiency review

Safe Routes to School

Dispatch Contract

Recreation Trails Program Grant

Recreation Department Updates

Properties for Sale- Looking for bids  
RSMS  
Comcast Negotiations  
Plaistow Garden Club

### **ACTION ITEM REVIEW**

The items are reviewed.

### **OWNER'S PROJECT MANAGER PRESENTATION**

#### **Trident, presented by Geno Baroni, Owner and David Mermealstein, Senior Project Manager.**

Their firm was established in 1986 and is based in Salem, NH. Most of their projects are done in New Hampshire. They are strictly an Owner's Project Manager firm. Their goal is to make sure the Town has the data and information necessary to make informed, accurate decisions.

Trident reviews 3 similar projects:

- Salem Public Safety
- Pelham High School
- Methuen Public Safety

A discussion ensues with the Board of Selectmen asking several questions. The highlights of this discussion include:

- Overall costs of the project, soft costs as well as hard costs
- Marketing – gaining public support
- Listening to taxpayers and Boards concerns
- Long term needs of the project
- Legal expertise
- Recommend commissioning of the building design and all systems (fire, electrical, water)
- Budget Management
- Positive return on expenditure

Trident feels repeat business is one of their best accomplishments. If they are hired they will be the Town's representative. They are independent and will be in the Town's corner. They will be front and center in every discussion.

#### **Daedalus Projects Inc. presented by Alicia Monks, Designer Reviewer, Rick Marks, Project Director, Robert St. Laurent, on site Representative, Shane Nolan, Senior Project Manager.**

They are a Boston based firm but R. St. Laurent is a resident of Windham, NH and will be on site daily as the Owner's Project Manager. Daedalus represents the owner (Town of Plaistow). They act as the Town's right hand, using a team approach for the whole project and strongly recommend hiring commissioning agents. The commissioning agents would provide more over site. Daedalus focuses on:

- Project Controls- exceptional quality, completion on time or sooner, remain within budget, facilitate community involvement, provide comprehensive over site and representation of the town
- Budgeting – provide a total project cost estimate, develop and maintain the budget

- Document Tracking
- Issues are addressed immediately on site

They have a good deal of experience with similar projects including:

- Sharon Public Safety Complex
- Medfield Public Safety Complex
- Bellingham Police Station
- West Tisbury Police and Fire Departments

Daedalus believes they should be chosen due to:

- Experience with the type of building we are looking for
- Highly qualified staff
- In-house cost estimating
- Proactive project management and team collaboration
- They have a good working relationship with Dore and Whittier
- Focus on defining the needs of the project

Discussion ensues with questions and answers exchanged. One inquiry concerns the possibility of a second floor being added in the future. Although, they do not highly recommend this, the building could be constructed with the shell of a second floor (used as storage) to be completed in the future. They will provide us with the necessary information to consider that option. During the construction process part of their focus is on mitigating the impact of the current work flow and any issues with abutters. All abutters must be treated with respect. An inquiry is made as to their best project to date and why. The response is the middle school in Peabody because the cost per square foot is less than any other school in Massachusetts and they are ahead of schedule on the project. Daedalus states they are very disciplined and do not add things as the project moves forward. They are able to do this by doing a careful site study before the project begins so they are aware of any potential issues.

**Hutter Construction presented by Quentin Jones, VP & COO, and David Lage, Senior Project Manager.**

D. Lage is a certified Owner's Project Manager with over 30 years of construction experience, senior project manager, member of New Hampshire State Building Code Review Board and has a Bachelor of Science in Architectural Engineering Technology.

Q. Jones begins with a brief history stating they are a family owned business operating out of New Ipswich, New Hampshire with 42 years of experience in New England. They are a full service (bottom to top) construction company and have experience with all varieties of construction. They have completed over 900 projects. One of the first things they will do for Plaistow is help win Town approval. Some of their relevant building experience involves:

- Superior Court House in Brentwood
- Sudbury Police Department
- North Andover Fire Station
- Derry Transfer Station.

They have also completed 10 public schools, 2 prisons, and 6 court houses. Hutter Construction concentrates on Project Development and Delivery as follows:

- Own Developer
- Master Planner
- Design Review and building systems consultant
- Administrator's consultant and Construction manager.

They will work closely with our architect and designer through all phases of construction including materials, cost structures, and efficiency. They have the experience to know specifics about making a project right. For example a small change in elevation often results in large savings. They are fiduciary responsible and will carefully explain cost certainty and return on investment. Hutter's Owner's Project Manager Delivery Method involves:

- Integrated project delivery, a team approach
- Training
- Master Planning to project transitioning
- Corporate customer trends in procurement

Q. Jones continues to explain Hutter's difference to other Owner's Project Manager. They have far more experience others. They have dealt in detail with all areas and issues of construction. They take a personal interest as if it's their own money.

Hutter's greatest strengths are:

- Engrained understanding of construction at every level
- Management of cost budgets from design to completion
- Quality assessment and quality control
- Project outcomes
- Establishment of trust within an atmosphere of business ethics
- Employees

D. Lage continues the presentation. As the Owner's Project Manager, he would be the facilitator and leader of the team. He would be responsible for the overall project, making sure all goals are met or exceeded and the project expedited timely. He believes that we may be able to complete the project with less money than anticipated. Immediate procedures consist of:

- Review the schematics
- Cost modeling – are there other options that cost less
- Construction budget – legal fees etc.
- Time management
- Public presentation
- Contract administration
- Cost certification

Discussion follows with inquiries and responses. An inquiry on adding a second floor in the future is addressed. Hutter states that vertical expansion is reasonably accommodated although there are some upfront costs.

An inquiry is made as to their best project and why. The response is the Monadnock Hospital due to the great trust relationships that developed. If Hutter Construction is chosen they are

willing to invest themselves in this project and will not charge the Town for their time if the Town does not pass the warrant article.

S. Ranlett thanks them for their presentation.

S. Fitzgerald invites both Chief Jones and Chief McArdle up to the microphone to discuss presentations.

Chief McArdle notes that Hutter has extensive building experience and if they were to be the Owner's Project Manager questions whether there may be a conflict.

The Senior Project Manager could not qualify how they could build for less.

Discussion ensues regarding cost estimates, a Professional cost estimator was hired by the Town to give the Town the current cost estimates for the building and renovation.

It is noted that Hutter Construction is a full service construction firm though the Town is looking to hire an Owner's Project Manager at this time.

Trident is close and they are in the business of Owner's Project Manager.

Chief Jones agrees with the Fire Chief regarding Trident being close by and notes that Trident has done a great job on the Methuen School project which is under budget.

J. Sherman notes that all three firms are viable options, though he likes Trident as the Owner's Project Manager as Hutter Construction is not in the full time business of Owner's Project Manager.

T. Bergeron notes she was impressed with Trident from the pre bid meeting. She believes they will serve the needs of the Town.

J. Kiska notes he liked Daedalus' concept and straight forward answers.

J. Ingerson notes she liked both Hutter and Trident though Hutter is not as experienced with Owner's Project Manager as Trident.

S. Ranlett notes that Daedalus has experience and portrayed commitment to the job and public engagement for the project.

S. Fitzgerald states the Board will need to choose on that best fits as the manager for the biggest construction project to date in Plaistow.

Discussion ensues regarding the presentations; qualities of service, years of experience and the best fit for the Town to work with.

There is general consensus to bring Trident forward for negotiations. Both Chiefs are in agreement with the Board.

**J. Sherman motions to direct the Town Manager to enter into negotiations with Trident for the Owner's Project Manager.**

**J. Ingerson 2nds.**

**Vote 5-0-0. Motion passes.**

J. Sherman notes that this was a Request for Qualifications not a request for prices.

### **OTHER BUSINESS**

None.

### **SIGNATURE FOLDER**

S. Ranlett states the manifest and signature folder are going around.

### **SELECTMENS REPORTS**

J. Sherman –

- CIP Meeting held- very close to being completed. Library and Recreation additions to CIP.
- RSMS Meeting – Presentation to BOS and Budget Committee on September 15.
- Sandown Withdrawal from the district. Preliminary cost estimate for Sandown to withdraw is \$6.4 million. If they withdraw they forfeit all money put into schools in the other 3 towns. The School Board has not spent any money to date. They need to go through the records for accuracy.
- Attended the wake and funeral of Jack Hansbury.

T. Bergeron-

- First meeting of the Garden Club- There were 7 participants, off to a good start.
- Will be attending Cable Committee and Family Mediation this week.

J. Kiszka-

- Attended the CIP meeting last week.
- Attended the Public Safety Complex Expansion Meeting.
- Has received numerous Renewable Committee responses.

S. Ranlett-

- Planning Board meeting tomorrow night, they will be discussing the site design for Methuen Construction.

J. Ingerson-

- Attended the CIP Meeting July 28th

***MOTION BY S. RANLETT TO ENTER INTO NONPUBLIC SESSION BY: under RSA 9-A: 311***

***(a) Personnel, (b) Hiring, (c) Reputation, (d) Negotiation, (e) Legal***

***2<sup>nd</sup> J. Ingerson***

***Board Polled: S. Ranlett = yes, J. Sherman = yes, J. Ingerson= yes, T. Bergeron = yes, J. Kiszka=yes.***

Public Session adjourned at 10:10 pm

Public Session reopened at 10:50 pm

**S. Ranlett motions to seal the non-public minutes of June 1, 2015 for 3 years because the divulgence of this information would likely affect adversely the reputation of any person other than a member of this board.**

**J. Ingerson 2nds.**

**Vote 5-0-0**

**Motion passes.**

**S. Ranlett motions to seal the non-public minutes of June 8 2015 for 3 years because the divulgence of this information would likely affect adversely the reputation of any person other than a member of this board.**

**J. Kiszka 2nds.**

**Vote 5-0-0**

**Motion passes.**

**J. Sherman motions to unseal the non-public minutes of June 22, 2015. J. Kiszka 2nds.**

**Vote 3-2-0 (S. Ranlett, J. Ingerson)**

**Motion passes.**

**J. Sherman motions to unseal the non-public minutes of July 6, 2015. T. Bergeron 2nds**

**Vote 4-1-0 (S. Ranlett)**

**Motions passes.**

**S. Ranlett motions to seal the non-public minutes of July 20, 2015 for 3 years because the divulgence of this information would likely affect adversely the reputation of any person other than a member of this board.**

**J. Kiszka 2nds.**

**Vote 4-1-0 (J. Sherman)**

**Motion passes.**

Public Session adjourned at 10:55 pm

Respectfully submitted,

Gayle Hamel  
Recording Secretary