



**Town of Plaistow
Public Safety Complex
Building Committee**
27 Elm Street, Plaistow, NH 03865



PUBLIC SAFETY BUILDING COMMITTEE NOTES

MEETING DATE: Thursday, July 14, 2016 @ 8:00am

PRESENT: *Martha Sumner, Chair; Dennis Heffernan, Vice Chair; Chief Kathleen Jones; Chief John McArdle; Sean Fitzgerald, Town Manager; Mike Dorman, Building Inspector; John Sherman, Selectman; Julian Kiszka, Selectman; Mike Kennedy, Firefighter; Thomas Geary Barbara Kiszka*

Also in attendance: *Gino Baroni from Trident; Geoff Adams, resident*

EXCUSED: *Pat Schiavone, Detective; Tammy Bergeron, Selectman; Bill Query, Nicholas Morel, Kevin Coyle, & Dave Mermelstein*

MEETING CALLED TO ORDER: 8:06am

J. Sherman motions to approve the minutes of 6/23/16. Second by J. McArdle.

Vote: all in favor

Motion passes.

M. Sumner introduces Mike Kennedy as the new Fire Department Representative. Mike grew up in Atkinson and has lived in Plaistow since 1992. He became a Plaistow Fire Fighter in 1993, is self employed with building construction experience and is happy to join the committee. The three new members vetted by Chief Jones and Chief McArdle are Tom Geary, Nicholas Morel and Kevin Coyle. Tom is present today and is the Facilities Director for the City of Haverhill. Currently, Haverhill is building a school with a Contract Manager (CM) at risk. Tom has been involved with the full process and has other public project construction experience as well. Kevin could not attend today's meeting but he is a Senior Project Engineer for EMG Contracting in Waltham, MA. Nicholas is an engineer at Suffolk Construction in Boston.

Discussion ensues regarding the selection of the 3 candidates from the 6 who submitted letters of interest. D. Heffernan states based on a motion made at a prior meeting, the two chiefs were to vet the candidates and choose the 3 they felt would be the best for the project. The 3 were approved by the Board of Selectmen at the 7/11/16 meeting.

S. Fitzgerald mentions all 6 candidates were well qualified but there was no need not to go along with the recommendation of the Chiefs.

D. Heffernan states the meetings are open to the public and all are welcome to attend.

UPDATE OF PROJECT ACTIVITIES TO DATE:

G. Baroni has the first Quarterly Report available and reviews it. Basically the report is a snapshot or overview of events detailing completed tasks and planned tasks.

B. Kiszka inquires if there are issues with the contracts with Dore & Whittier and Eckman Construction. She is concerned the contracts are not signed.

G. Baroni explains they are very close to being completed. All parties including Town Counsel are working together and he anticipates completion will occur soon.

B. Kiszka inquires about the GMP.

G. Baroni replies Eckman Construction is working hard on this. Design documents may put us over budget but we will make modifications to stay within the budget.

S. Fitzgerald mentions the contracts are very important documents for the Town especially language dealing with mitigating risks.

G. Adams inquires what the (ERP) early release packages were.

G. Baroni states:

1. Site civil (change sub surface/drainage)
2. Foundation
3. Structure

The early release packages allow us to get into the ground sooner. So they must be out before construction begins. To date we are moving along smoothly. The NHDES (New Hampshire Department of Environmental Services) amendment to the previous permit to dredge and fill came in quickly without a hitch. The bond sale went well. The Town received a low interest rate of 2.86% over 30 years.

B. Kiszka inquires if the ERP's are contingent on Dore & Whittier signing a contract.

G. Baroni responds, no. All are moving ahead in full swing.

D. Heffernan inquires of J. Sherman what the Board of Selectmen expects for monthly reporting.

G. Baroni states monthly reports will be available from Trident once construction actually starts. He will attend Monday's Board of Selectmen's Meeting to present the first Quarterly Report and he will report monthly if the Board wishes.

BUDGET REVIEW:

The funds will be wired to the Town today from the NH Municipal Bond Bank.

WEBSITE:

The New Town Website will launch the Public Safety Building Project from the home page. This will make it easy for users to find. It must be updated regularly by staff or committee members. Videos of the project, frequently asked questions and an email for residents to submit questions should be included on the web page.

M. Sumner will contact D. Zanello regarding videos.

B. Hossack will email the committee members when the new page is set up on the website.

Discussion ensues about keeping or deleting the Face Book Page. The general consensus is to have a link on the face Book Page that goes directly to the new web page. We need one source of information and we cannot control Face Book.

NEW BUSINESS:

J. Sherman inquires on who decides how the interest earned on the premium of the bond is spent.

S. Fitzgerald states the Treasurer is in charge of investing the money and must avoid arbitrage. The Board of Selectmen should have a discussion as to how it should be spent.

J. Sherman presents his draft of the Plaistow Public Safety Complex Project Status Update. It could be used as the format for a monthly report or we could just use the monthly report that will be provided by Trident.

S. Fitzgerald states he likes the budget section.

Discussion ensues.

G. Baroni recommends holding off on J. Sherman's report as Trident's Monthly Report will most likely be enough.

J. Sherman will send an updated charter to B. Hossack to be posted on the web site.

J. McArdle mentions the cost of propane. Recently a local vendor offered a price of \$1.39/gal. Currently we are paying \$1.99/gal. More propane will be needed this winter due to the project. Chief McArdle wants action on this.

M. Sumner inquires the name of the vendor offering the \$1.39.

J. McArdle replies Heffner's.

S. Fitzgerald states he and Chief McArdle will work together to negotiate a propane contract.

J. Sherman mentions a memo he received from the Renewable Energy Committee and asks J. Kiszka to explain it.

J. Kiszka states the Renewable Energy Committee would like energy efficient materials and fixtures considered for all components of the building. We need to think of the impact of future operating costs and not just the initial costs of purchasing such items.

The next meeting is scheduled for August 4th at 8:00am at the Public Safety Complex.

M. Sumner adjourns the meeting at 9:11

Respectfully submitted,

Beth Hossack
Recording Secretary