



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



PUBLIC SAFETY BUILDING COMMITTEE MINUTES

MEETING DATE: Thursday, February 8, 2018 @ 8:00am

PRESENT: *Dennis Heffernan, Acting Chair; Martha Sumner, Citizen Rep.; Kathleen Jones, Police Chief; John Sherman, Selectman; Paul Lucia, Facilities Manager; & Tammy Bergeron, Selectman*

Also in attendance: *Dave Mermelstein, Trident & Citizen John A. Blinn*

EXCUSED: *Mike Kennedy, Deputy Fire Chief; Barbara Kiszka, Acting Vice Chair; Mark Pearson, Town Manager; John McArdle, Fire Chief Mike Dorman, Building Inspector; & Geoff Adams, Citizens Rep*

MEETING CALLED TO ORDER: 8:05am

**John Sherman motions to approve the minutes of 1/11/18. Seconded by Martha Sumner.
Vote: 5-0-1 (T. Bergeron abstain)
Motion passes**

UPDATE OF PROJECT ACTIVITIES TO DATE:

D. Mermelstein states the project is just about done. The lockers for the turnout gear should be in this Wednesday or Thursday. There is a cleanup punch list and a few miscellaneous repairs to finish up. The overall project went well. There is still some money left in the budget which will be used for a generator. A contractor is scheduled to check the fire alarm panel. Some miscellaneous work will be completed in the Spring but it will not include Eckman. It will be managed by the Town and they will hire an individual sub-contractor if needed.

A brief discussion is held about maintaining the floors. D. Heffernan asks if it should be contracted out. P. Lucia would like the maintenance department to do the work and possibly have it professionally done once or twice a year. D. Heffernan would like to make sure any equipment needed to maintain the floors is purchased while there is still some money in the budget. P. Lucia states a burnisher is needed. Maintenance items will be stored in the old electrical room which is now closet space. The old Police Department evidence garage is also available if needed. Everyone is working together.

D. Mermelstein states things will come up occasionally. The mechanical engineers did a great job on the old HVAC system by cleaning out duct work. The system was redesigned yet there are still some issues with temperature. Chief McArdle came into work one Saturday and his office was only 50 degrees. Some door locks will need to be replaced as you can get locked into a room from the inside. A comprehensive list will be completed then a door vendor will be called in to fix all of them at once. There is a warranty for heating and cooling and an engineer will be brought back in if necessary. One extra bill was paid to Eckman but that is all. There were no

glaring issues at the final walk-through. Just a few miscellaneous items, nothing out of the ordinary.

J. Sherman states Mark Pearson had a few concerns. He is concerned that all the equipment for the EOC will not be here in time for the open house.

Chief Jones states they are working on it.

The road will connect to the Palmer property as it should. M. Pearson has set aside money from the project to pay for the road.

Signs should be in before the open house.

The seal on the Police Department side should be in by March 5 at the latest.

The lighting is discussed and no one thinks we have a problem. Coming out of Stanwood Ave it is a little bright but it is not too bad. Since the building is for Fire and Police we want it lit up.

Chief Jones has a report from Chief McArdle who could not attend today.

They are chipping away at finishing up the building. Desks have been put in place and chairs have been ordered. The rest of the furniture will be moved next week. The conference room table and chairs will be put in place when they arrive. Audio visual items will be ordered soon. The bunk areas/kitchenette are being set up. Turnout gear lockers will be in next week and should be mounted shortly thereafter. All files are being moved into place from various locations and the signage will be up before the end of February for both the interior and exterior. A meeting is scheduled for next Friday with RMON to go over networking/computers etc.

D. Mermelstein states the architects designed a Rolls-Royce system for a commercial kitchen hood that we cannot afford. We will hold off on that and look for a local contractor that may fit the budget. There is consensus amongst the committee to do it this way. Chief Jones asks if we cannot afford a commercial hood can the kitchen at least be updated?

REVIEW MONTHLY PROGRESS REPORT AND BUDGET:

The budget is strong.

COMMUNITY ENGAGEMENT:

None

COMMUNICATIONS:

Planning for the Open House is well underway. The "Save the Date" cards have been mailed. The invitations are in process. A quote for food is on the way. Mark Pearson will be the MC for this event.

PUBLIC COMMENTS:

None

NEW BUSINESS:

None

OLD BUSINESS:

None

This is the last meeting of the committee.

D. Heffernan adjourns the meeting at am 8:40am for a tour of the renovated Fire Station.

Respectfully submitted,

Beth Hossack,
Recording Secretary

DRAFT