

WAKEFIELD PERMANENT BUILDING COMMITTEE	WAKEFIELD PUBLIC SAFETY MEETING MINUTES
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Date:	Thursday, January 27, 2022
Location:	Virtual "Zoom" Meeting
Time:	7:00pm
Prepared BY:	Shane Nolan – LeftField PM

Name		Present
Joseph B. Bertrand	Chair, Permanent Building Committee	✓
Timothy Demers	Permanent Building Committee	✓
Charles L. Tarbell	Permanent Building Committee	✓
Jason Cohen	Permanent Building Committee	✓
Janine R. Fabiano	Permanent Building Committee	✓
John McDonald	Permanent Building Committee	✓
Tom Galvin	Permanent Building Committee	✓
Marc Moccio	Permanent Building Committee	✓
Philip Renzi	Permanent Building Committee	✓
Nasos Phillips	Permanent Building Committee (non-voting)	x
Wayne Hardacker	Permanent Building Committee (non-voting)	✓
Steven Skory	Chief, Wakefield Police Department	✓
Craig Calabrese	Deputy Chief, Wakefield Police Department	✓
Scott Reboulet	Wakefield Police Department	x
Rick Dinanno	Wakefield Police Department	x
Michael Sullivan	Chief, Wakefield Fire Department	x
Tom Purcell	Deputy Chief, Wakefield Fire Department	x
Lynn Stapleton	Leftfield Project Management	✓
Shane Nolan	Leftfield Project Management	✓
Jim Rogers	Leftfield Project Management	x
Janet Slemenda	HKT Architects	x
Scott Woodward	HKT Architects	x
David Capaldo	Bond Building	x
Dario Santiago	Bond Building	✓

1) Joe Bertrand opened the Wakefield Public Safety portion of the meeting at approx. 7:16PM.

2) Administrative Items

A. Meeting Minutes

The meeting minutes of the 12/06/21 Permanent Building Committee: Wakefield Public Safety were presented for review.

Chip Tarbell made a motion to approve the Wakefield Public Safety Meeting Minutes as presented.

Seconded by Jason Cohen. Motion was approved unanimously.

The meeting minutes of the 01/13/22 Permanent Building Committee: Wakefield Public Safety were presented for review.

Chip Tarbell made a motion to approve the Wakefield Public Safety Meeting Minutes as presented.

Seconded by Jason Cohen. Motion was approved unanimously.

B. Invoices

Two (2) invoices in the total amount of \$17,657.00 were presented for review and approval.

- 1) Leftfield LLC Invoice #14 dated 12/31/21 in the amount of \$10,000.00

Chip Tarbell made a motion to approve the Leftfield invoice as presented. Seconded by Jason Cohen.

On a roll call vote the motion was approved unanimously.

- 2) HKT Architects Invoice #12-022023 dated 01/14/22 in the amount of \$7,657.00

Chip Tarbell made a motion to approve the HKT invoice as presented. Seconded by Jason Cohen. On a

roll call vote the motion was approved unanimously.

3) Independent Testing and Inspections

Shane Nolan advised that LeftField issued a Request for Proposals for Independent Testing and Inspections to three firms. Two firms responded, Briggs Testing and Engineering and John Turner Consulting. SN has reviewed the technical (non price) and price proposal from both. Based on the review LeftField recommend Briggs Testing and Engineering be awarded the contract for the project. SN recommends a not to exceed amount of \$20,000. Should the value of the contract approach the upside limit SN will notify the PBC immediately. The project budget has \$30,000 allocated for testing services.

Chip Tarbell made a motion to approve the award of the Independent Testing and Inspections contract to Briggs Testing and Engineering in an amount not to exceed \$20,000. Seconded by Jason Cohen. On a roll call vote the motion was approved unanimously.

4) Project Schedule

Shane Nolan presented and overview of the construction schedule showing the phasing. Work is expected to begin in March. Chip Tarbell asked about notifying the public of the upcoming work and providing information on the temporary Police and Fire entrance. Dario Santiago noted that Bond Building will put together a logistics and signage plan that can be presented to the public.

5) Landscaping Trees

Shane Nolan noted that at a previous PBC meeting the proposed tree planting at the front on the Public Safety Building was discussed. No decision was made. The landscape drawings show 7 Pine Oak trees. Bond asked the landscape subs to break out the price of these trees in their bids. Bond has awarded the landscaping contract without the trees. The cost for the trees is \$10,000. It was agreed that Bond should carry an allowance of \$10,000 for trees at the front of the building. When the addition is complete the PBC will review the space available for trees and make a decision on how to allocate the allowance.

- 6) Next Permanent Building Committee (Public Safety Building) was scheduled for February 10, 2022 at 7:00pm.