

**Ashland Public Safety Building Committee**  
**Meeting Minutes**  
**June 15, 2021**

**Members Present:** Vin Alfano, Jenn Ball, Peter Chisholm, Joe Magnani, Steve Mitchell, Keith Robie

**Member Absent:** Brett Walker, Mike Herbert, Paul Carpenter

**Other Participants:** Jon Lemieux (Vertex), Bill Nangle (Vertex), Jane Slemenda (HKT), Amy Dunlap (HKT), Paula Claridge (HKT)

A quorum of Committee members were present in the Select Board Room, 101 Main Street. Vertex and HKT participated remotely.

1) Chair Joe Magnani called the meeting to order at 3:07 PM

2) Order of Business:

A) Meeting minutes from May 11, 2021 were reviewed and approved as presented. Motion by Chisholm, 2nd by Alfano. Motion passed 6-0-2 Absent. Yes: Alfano, Ball, Chisholm, Magnani, Mitchell, Robie.

B) Update on construction progress, review monthly Report & 3-week look ahead schedule:

Jon Lemieux (Vertex) and Bill Nangle (Vertex) provided a review of the May Vertex Monthly Progress Report.

Bill provided an update on site work including excavation, removal of ledge, separation of rock, crushing of rock and stockpiling for reuse, including replacing any unsuitable soils.

Blasting has been completed. Both blasting and ledge removal is less than budgeted, although a full accounting has not currently been established.

First delivery of rebar was received. Formwork on the sally port section of the building has begun.

Jon explained groundwater control as the site is excavated for foundation work and cement pouring. Pare, the Town's wetlands engineers, supervise this process. Jon also explained the concrete testing and curing process.

Steel delivery is anticipated in 4-6 weeks. Steel specifications and engineering have been approved by HKT

Jon discussed the Project budget, contingencies, current contingency balances, and change orders. Jenn described the communication tower change order as an accounting line item change and does not represent an additional project cost.

Jon reviewed gas service and installation costs. There are (2) potential options, both of which may provide project savings based on budgeted costs.

The Committee discussed the timeframe for soft cost (furniture, etc) procurement. This part of the project is still several months away.

As opposed to a traditional groundbreaking event, the Committee discussed having a "topping off" ceremony when the last steel beam is installed. Jon will coordinate with CTA.

Jon discussed the 3-week look ahead schedule that included continued footing and wall concrete work, grading and stockpiling of materials and continued hauling out of unneeded site material.

C) The Committee Public Safety Building website has been streamlined. All meeting material are generally updated and posted on the day after the Committee's monthly meeting.

D) The Communication Tower was discussed under Item B, "Monthly Construction Progress Report".

The Committee discussed and approved moving the monthly meetings to the 3rd Tuesday of the month. Moving forward, the Committee will meet in-person, and Vertex and HKT members will participate remotely.

**Next Meeting:** July 20, 2021, 3 PM

A motion to adjourn was made at 3:50 PM by Mitchell, 2nd by Robie. Motion passed 6-0-2 Absent (Yes: Alfano, Ball, Chisholm, Magnani, Mitchell, Robie).

**Submitted by:** Steve Mitchell (6-16-21)

**Meeting Materials/Documents:**

- 1) May 11, 2021 approved minutes
- 2) Vertex May, 2021 Monthly Report
- 3) Vertex PowerPoint Presentation