

Voted 6/14/12

WEST TISBURY POLICE STATION BUILDING COMMITTEE

**MINUTES
May 31, 2012**

Present: Norman Perry, Tony Cordray Pat Mitchell, Ian Aitchison, Manuel Estrella III, Dan Rossi & Robert Smith.

Absent:

Guest: **Joseph Sullivan**, Daedalus Projects Incorporated
Antonia Kenny, K&K
John Keenan, K&K
Wayne Mattson, Griffith & Vary MEP Engineer

The meeting was called to order at 3:00 PM May 31, 2012 by Chairman Perry.

Minutes: No minutes were read.

Old Business:

- K&K present progress report on design & development of project.
- Wayne Mattson present preliminary MEP plans for HVAC systems.
- Joe Sullivan & Dan Rossi reported on meeting with Security contractor and reported the allowance budgeted will be sufficient to install what is need for the station.
- K&K requested to the committee their desire to clear up septic flow issues with Board of Health as soon as possible. Kent & Pat will get on next meetings agenda.
- Joe Sullivan updated committee on geotechnical engineering. Joe and Kent are working to satisfy all laws by using previous data from the construction of the fire station. This is in effort to save on project cost.

New Business:

- Chairman Perry presented Daedalus invoice #120419 for \$ 4,500.00

Motion: To pay Daedalus OPM Invoice #120419 \$ 4,500.00
By Manuel Estrella, Second by Ian Aitchison & Voted Unanimous.

- K&K requested a more efficient way of approving & payment of invoices. After discussion it was agreed the committee shall approve all payments as listed in contract payment schedule. Each invoice shall be received and signed off by Joe Sullivan & Chairman Perry before sent to town.

Motion: To approve all K&K Invoices as to contract payment schedule with the sign off from Joe Sullivan & Chairman Perry before submitting to town for payment by Robert Smith, Second by Ian Aitchinson and voted unanimous.

- K&K ask the committee to approve Schofield, Barbini & Hoehn's proposal of \$ 5,120.00 for drainage design and grading, Layout of existing conditions & construction administration/inspections.

Motion: To hire Schofield, Barbini & Hoehn's for services totaling \$ 5,120.00 by Dan Rossi & second by Pat Mitchell. Voted Unanimous

- K&K requested Chief Rossi to provide furniture layout and electrical power outlet needs so they can coordinate with electrical engineer.
 - Committee requested K&K to provide list of GREEN applications that will be incorporated in to the building design to help keep the public informed.
- It was agreed that the next meeting will be held 3:00 PM Thursday June 14, 2012 @ Station #2

There being no further business a motion to adjourn at 4:15 PM by Pat Mitchell and second by Robert Smith. Voted: Unanimous.

**Respectfully submitted,
Robert C. Smith**

Secretary