

MEMO OF MEETING NO. 39

ARCHITECT CONSTRUCTION DOCUMENTS PHASE

PROJECT: Chilmark Firehouse and EMS Headquarters
DATE: January 21, 2022
LOCATION: Zoom
ATTENDING: Tim Carroll, Town Administrator
Tim Rich
Clark Goff
Alison Kisselgof
Chief Ben Retmier, EMS
Chief Jeremy Bradshaw, CFD
Amanda Sawyer, OPM, CHA
Michael Owens, CHA
Antonia A. Kenny, K+K Architects
Jerry Thiboutot, K+K Architects
John Keenan, K+K Architects

The following is a record of the above referenced meeting.

OLD BUSINESS

- 27.11 Clerk of the Works:
 - A. CHA is considering candidates.
- 32.06 Clay testing for removal discussed and will be revisited.
- 33.01 New Well: See New Business.
 - A. Note: Well for Town Hall unresolved.**
- 35.03 Reid has reviewed Geotech code issues w/Building Department, who will support waiver as allowed.
- 36.03 Electrical engineering consultant needs information on special grounding system for radio/siren/tower request sent to Chief Bradshaw. See New Business.
- 37.05 Station siren/antenna grounding system not resolved.
 - A. Scope, etc. not in bid docs.
 - B. Work suggested to be "by Owner".
 - C. Chief will retrieve and store any existing equipment that may be reused.
 - D. Bid docs will include conduit and power for new grounding system.
- 38.01 Bid Phase:
 - A. Bid Sets approved and ready for Online to begin distribution, etc.
 - B. Site/building demolition may begin 2nd week of February 2022.
 - C. Site visit by bidders confirmed as non-mandatory.
 - D. Schedule as finally published, not changed.
- 38.02 Previous meeting notes:
 - A. Well or wells discussed.
 - B. Amanda will contact Reid for further clarification.
- 38.04 Other topics:
 - A. Bill R. expressed concerns from Town employees about dust, noise, health & safety during construction.
 - B. Requested early notice if any loud noises, etc.
 - C. Provision for watering-down site should be provided by contractors.
 - D. Asbestos will be removed prior to demolition.
 - E. Question about compressor; provided in contract docs.

- 38.05 Proposed building clean-out:
- A. Equipment is being moved out.
 - B. Brush truck being moved to State Forest first week of February.
 - C. Unit 122 & 133 will be housed at North Road.
 - D. Others will be drained and left outside, plugged in and covered.
 - E. Jet ski and other equipment has housing.

NEW BUSINESS

- 39.01 Asbestos removal at station requires additional cost. Amanda will review.
- 39.02 Recent fuel delivery to be removed.
- 39.03 Power to the EMS site has not been disconnected. Suggestions made to retain for construction with decision by G.C. at later date.
- 39.04 Pre-bid site meeting was attended by 6 people; 3 G.C.s.
- 39.05 Currently have received 12 RFIs from bidders.
- 39.06 All bidder questions will be published in an addendum. K+K will have OPM and Town review prior to CHA sending to eBid to post.
- 39.07 **Well system remains unresolved.**
- 39.08 Town will be providing all lockers, gear grid, shelving. Installation T.B.D.
- 39.09 Next meeting: January 28, 2022.

Submitted by:

John J. Keenan, R.A.

KEENAN + KENNY ARCHITECTS, LTD.

CC: Bill Rossi, Amanda Sawyer