

## MEMO OF BUILDING COMMITTEE MEETING NO. 49

### CONSTRUCTION PHASE

PROJECT: Chilmark Firehouse and EMS Headquarters  
DATE: August 3, 2022  
LOCATION: Town Hall and Zoom  
ATTENDING: Tim Carroll, Town Administrator  
Tim Rich  
Alison Kisselgof  
Chief Jeremy Bradshaw, Fire  
Chief Ben Retmier, EMS  
Tom Shevory, D/JKS  
Michael Owen, CHA  
Aditya Modi, CHA  
Jerry Thiboutot, K+K Architects  
Antonia Kenny, K+K Architects  
John Keenan, K+K Architects

The following is a record of the above referenced meeting.

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#### Discussion:

1. Called to Order
2. Allison took attendance – Tim C noted a quorum, but I don't know who was there
3. No minutes sent or reviewed per Allison and Bill Rossi; Two sets of minutes to be reviewed at next meeting.
4. Chairperson Update:
  - a. Billy D provided update:
  - b. Not available to update this week
5. K+K update:
  - a. Conc foundation 90% completed
  - b. Backfill 80 to 90% around buildings
6. CHA update:
  - a. Provided an updated Project Budget in PowerPoint (ask Adi to provide copy of budget for records)
  - b. CHA is looking for Building Committee to approve CO 2 and 3
    - i. CO 2 CRNo. 4R and 5; underslab insulation and exterior rigid insulation
    - ii. Mike O noted that the site material worked out better than anticipated and we should stay within the \$165,000 figure previously approved; Less material had to be removed from site than
    - iii. Voted on both CO2 and 3 motion to approve by Tim R, seconded by Ben R, approved unanimously
  - c. EV Charging Grant discussed
    - i. Currently 2 pedestals with 4 charging ports
    - ii. Upgrade via Eversource, 5 pedestals with 10 charging ports
    - iii. Mike O noted to get the grant we have to plan for 10 charging ports

- iv. Tim R asked about none charging vehicles parking in spaces.
    - v. Also discussion if individuals vs Town paying for charges. Tim C noted that there will be credit card or app payment options for the individuals to pay
    - vi. Tim C said that the parking is not exclusive to electric vehicles
  - d. Commissioning Agent Procurement
    - i. RFP available: August 2, 2022
    - ii. Questions due: August 9, 2022
    - iii. Proposals due: August 16, 2022
    - iv. Discussion regarding the types of contracts, dates and qualifications of candidates. Contract is between Town and Agent once signed.
    - v. Tim R concerned about the multiple levels of oversight
    - vi. Allison suggested having a separate meeting for hiring a Commissioning Agent; Ben R was fine with special meeting or continue a monthly meeting to include the Commissioning Agent.
      - 1. It was agreed – August 24<sup>th</sup> at 10am to approve the selected Commissioning Agent
    - vii. Mike O noted that CHA would provide a disclosure form if CHA decides to apply for the Commissioning Agent for this project
  - e. I.T. Coordination Update
    - i. K+K working on Bulletin
    - ii. Tom S going to provide his notes from the meeting
    - iii. Brief discussion about additional conduits, how the monitors in the EMS Command station will be powered by USB vs back-up generators; also access control, etc. Tim C noted to Ben R that we don't have a solution regarding radios and the antenna(s). Tim C noted that the Town is looking at Satellite back-up capabilities for back-ups.
7. DBJKS update:
- a. Foundations complete
  - b. Slabs being prepped
  - c. CMU starting up next week
  - d. Steel being installed
  - e. Tim C noted that anything under slab needs to be resolved quickly before slabs are placed.
  - f. Tim R noted he was pleased with the progress thus far
  - g. There was also a question about topping off the buildings with a portion of a tree...
  - h. Tom S noted that still working through supply issues which faces the entire country; he noted that the cistern for the EMS is still at the Canadian border
8. Items not reasonably anticipated:
- a. Traffic with skid steers was briefly mentioned moving between sites
9. Tim C took roll call vote to adjourn the meeting.
- a. Tim R made a motion
  - b. Ben R seconded the motion
  - c. Unanimously approved.

Meeting ended at 11:07 am