



FIRE HOUSE – TRI-TOWN EMT BUILDING COMMITTEE Town of Chilmark

MEMO OF BUILDING COMMITTEE MEETING NO. 52

CONSTRUCTION PHASE

PROJECT: Chilmark Firehouse and EMS Headquarters
DATE: November 2, 2022
LOCATION: Town Hall (Zoom option was unavailable due to internet outage)
ATTENDING: Bill Rossi, Chairman
Tim Rich
Alison Kisselgof
Billy Dillon, Site Rep
Chief Jeremy Bradshaw, Fire
Craig Gabri, D/JKS
Kristen Woodbury, D/JKS
Michael Owen, CHA
Aditya Modi, CHA
John Keenan, K+K Architects

The following is a record of the above referenced meeting.

Discussion:

1. Called to Order and Alison noted a quorum.
2. Alison had sent out the 10/5/22 Meeting Minutes, which were approved unanimously.
3. Chairperson update:
 - a. Bill Rossi said the project from his perspective was running smoothly and he is pleased with the progress.
 - b. Bill mentioned that there was a communication error that came to light last week but said that a solution was quickly found and underway.
4. Architect Update:
 - a. John Keenan agreed with Bill's assessment that the project was running smoothly.
 - b. John had send color selection to the town for input. Jeremy said that he was fine with whatever colors other choose.
 - c. Mike Owen asked if furniture had been ordered and John answered it had not. Mike suggested that orders be placed soon. John said the lead time was 10 weeks.
5. OPM Update:
 - a. An updated budget was shared on the screen and Adi presented the numbers to date.
 - b. Adi mentioned that there is still ~\$422,000 in the contingency still available after the 5 change orders approved.
 - c. Change Order #6 which is for resinous floor upgrade has been submitted but not approved. There is another Change Order pending regarding soils at the Fire Station apron.
 - d. Adi said that he met with town accountant Ellen Biskis earlier to reconcile the budget between the town and OPM. They each identified some invoices that were missing from each budget and will share copies so that records match. A monthly financial reconciliation will be performed going forward.
 - e. Mike offered that the project was in good shape financially.

6. General Contractor Update:
 - a. Tom Shevory was away so Craig Gabri gave the update for Dellbrook.
 - b. Craig said the EMS building was progressing nicely. He mentioned that the CMU wall installation has started and went over the upcoming schedule of construction including installation of trusses and roof blocking.
 - c. Craig said that the silo tank leak solution is underway and the tank is scheduled to be sealed on 11/7/22.
 - d. Duct bank and underground electrical work is ongoing.
 - e. The firehouse CMU wall installation will start soon as well as this building's duct bank and underground electrical work.
 - f. Dellbrook is working towards weather-proofing the buildings.
7. Other Topics: NONE
8. Meeting adjourned at 10:56 AM.