

MEMO OF BUILDING COMMITTEE MEETING NO. 53

CONSTRUCTION PHASE

PROJECT: Chilmark Firehouse and EMS Headquarters
DATE: December 7, 2022
LOCATION: Town Hall and Zoom
ATTENDING: Bill Rossi, Chairman
Tim Carroll, Town Administrator
Tim Rich
Alison Kisselgof
Billy Dillon, Site Rep
Chief Jeremy Bradshaw, Fire
Tom Shevory, D/JKS
Michael Owen, CHA
Aditya Modi, CHA
Antonia Kenny & Jerry Thiboutot, K+K Architects (Remote)

The following is a record of the above referenced meeting.

Discussion:

1. Alison noted to K+K that there was a quorum. K+K was late to the meeting due to technical issues.
2. K+K update:
 - a. Antonia and Jerry reviewed the schedule and where the project is at.
 - b. There have been no accidents.
 - c. Silo update: trusses need to be moved temporarily to install pump and shaft.
 - d. Steel bent issues, costs to be worked out between K+K and DBJKS; schedule for work TBD.
 - e. Site lighting is still being worked on, number and location. Attendees on site to mark-up the plan and share with K+K.
3. CHA update:
 - a. Electrical feeds and wiring still being worked out.
 - b. O2 system being installed, Dellbrook/JKS subcontractor will be asked to assist with installation of that system.
 - c. Individual appliances specified by size; gear wash needs a Purchase Order.
 - d. Commissioning Meeting occurred. Mike Owen noted that Brandon (the agent) is excellent.
 - 1) Adi noted what stage commissioning will start; CHA and K+K to continue the discussion of time frames. Also discussed was which equipment would be installed in each building, and Mike O. believes the Town is getting a good value. Bill Rossi asked that Billy D. is kept in the loop with regards to these meetings.
 - 2) Tim Rich questioned the extent the Commissioning Agent gets involved with HVAC. Contractors are required by the plans and specifications to do the install and startup. Mike O. noted they are there to ensure the items are installed correctly and test everything to make sure they're working properly.
 - 3) Mike O. added that although the Agent was not involved early on in design, which is customary, he is up to speed based on his access to ProCore and time onsite.

- 4) Tim Rich noted that he doesn't want to go back to Town for more money if there are issues. Mike O. noted that the Agent works directly for the Town, unlike Contractors and Subcontractors on the site.
 - e. Mike O. asked about a tree topping at EMS and Bill Rossi replied that there will not be one. Mike said we can do the ribbon cutting at the EMS to balance things out.
 - f. Adi went over budget items. CHA's report included in the CHA Chilmark Presentation, (attached to these meeting notes.)
 - g. Tim Carroll noted the stove at the Fire Station was more money than anticipated, and too small. Perhaps adjust casework to accommodate a larger range. Chief said to keep as designed, but noted it is expensive. K+K to look at range changing to a 30" from the 24" drawn. Tom S. noted nothing has been fabricated yet. Chief said he is okay with what everyone else wants.
- 4. Dellbrook/JKS update:
 - a. Tom Shevory reviewed the Fire Station: which is now weather tight.
 - 1) They are adding temporary heat.
 - 2) Installing concrete slab in App Bay soon,
 - b. EMS: working on framing and getting this building weather tight.
 - c. Mechanicals early next year.
 - d. Mike O. asked if soil could be worked on for walking and driving. Tom S. noted this is a tough time of year, and D/JKS had put stone down several times. D/JKS will continue to monitor and said they would sweep any dirt in the roadway.
 - e. Tom S. noted site contractor will be demobilizing for the season soon so it should be less of an issue.
- 5. Items not reasonably anticipated: none
- 6. Bill R. took a roll call vote to adjourn the meeting: all voted yes.
- 7. The meeting was ended at 11:22.