

## MEMO OF BUILDING COMMITTEE MEETING NO. 64

### CONSTRUCTION PHASE

PROJECT: Chilmark Firehouse and EMS Headquarters  
DATE: June 28, 2023  
LOCATION: Chilmark Town Hall  
ATTENDING: Bill Rossi, Chairman  
Tim Rich  
Chief Jeremy Bradshaw, Fire  
Chief Ben Retmier, EMS  
Billy Dillon, Site Representative  
Tim Carrol, Town Administrator  
Alison Kisselgof  
Clark Goff  
Tom Shevory, DBJKS  
Kyle Gabri, DBJKS  
Kristin Golden, DBJKS  
Craig Gabri, DBJKS  
Michael Owen, CHA  
Aditya Modi, CHA (arrived near end of meeting)  
Antonia Kenny, K+K Architects  
John Keenan, K+K Architects  
Jerry Thiboutot, K+K Architects - virtual

The following is a record of the above-referenced meeting.

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#### **Discussion:**

1. Meeting called to Order.
2. Bill noted that a quorum was present.
3. Meeting Minutes No. 63; reviewed and approved.
4. Chairperson Update (Bill Rossi):
  - a. Ribbon cutting ceremony / open house has been rescheduled to 12 July.
  - b. There are 198 punch list items DBJKS are working on. Confident they will complete the work on time.
  - c. There was a washout along the exterior stairs between the overflow parking lot and the boardwalk due to heavy rains. Solutions are being discussed and follow up information and meeting will occur.
5. K+K update:
  - a. Antonia noted that K+K and our consultants (engineers) are coordinating final inspections and affidavits as the project is nearing completion.
  - b. T.C.O. was discussed, G&V will not sign off until generator load test passes.
6. CHA update:
  - a. The financial update is not ready for today's meeting. CHA is currently going through a reconciliation and should have updated information for the next meeting.

- b. Mike O felt things are still overall okay on the project.
  - c. Mike noted that we are holding July 12<sup>th</sup> for the celebration and open house.
  - d. Mike felt both buildings are looking good.
7. DBJKS Update:
- a. Tom S noted that DBJKS are wrapping up items, including punch list items.
  - b. There are Town inspections occurring this week.
  - c. The generator test is scheduled, which is the only thing holding up a certificate of occupancy (C.O.).
  - d. Mike O asked Tom if there were any outstanding items.
    - i. ARC fault circuit, PCO 70
      - 1. Mike O recommended the committee accept this PCO.
      - 2. It was noted that the Electrical Engineer said that if the Town wishes to argue for not having to include ARC Fault circuits it would need to be argued by the Town as it was a directive from the Electrical Inspector.
      - 3. A motion was made, seconded, and approved to accept PCO 70.
    - ii. Metal Landscape Edging, PCO 68
      - 1. This is for the overflow parking lot perimeter that did not have curbing, as previously discussed in other meetings.
      - 2. A motion was made, seconded, and approved to accept PCO 68.
8. Next Building Committee Meeting is scheduled for 7 July 2023 at 10:30 AM to review any outstanding items.
9. Other topics not reasonably anticipated by the Chair within 48 hours of the meeting.
- a. Mike O reached out to Chris Andre of Eversource regarding the grant monies for the EV charging system. He is still waiting to hear back as to how much money the Town will receive.
  - b. Adi arrived late and was asked if CHA would like to present budget items. It was reiterated that it should wait until next meeting due to reconciliation.
10. Motion made and voted to adjourn the meeting at approx. 10:52 AM.

Submitted by:

Antonia A. Kenny R.A.

KEENAN + KENNY ARCHITECTS, LTD.