



Merrimac Police Station – Merrimac, MA	Meeting Minutes
---	------------------------

PSBC Meeting	Date: January 3, 2019 @ 9:00 a.m.
Location:	Merrimac Town Hall – Sargent’s Hall

Attendees:

Name	Assoc.	Present	Name	Assoc.	Present
			<i>NV5 (OPM)</i>		
Chief Eric Shears – Merrimac Police	Police	Y	Bill Cunniff	NV5	Y
Chris Gaudet – PSBC Member	Res	Y	Ken Grizzell	NV5	N
Carol McLeod – PSBC/ Merrimac Finance	Merr	Y			
Yvonne Bednarz - PSBC Member	Res	Y	<i>Designer</i>		
Mark Tocci - PSBC Member	Res	Y	Greg Carell – Carell Group	CG	Y
Chief Larry Fisher – Merrimac Fire Dept.	Merr	N			
Rick Pinciaro – PSBC Member	Res	N			
Laura Mailman - PSBC Member	Merr	Y			
Robert Sinibaldi – PSBC /Merrimac DPW/ISD	Merr	Y			

Chief Eric shears called the meeting to order @ 9:00 a.m.

1) Meeting Minutes Approval

- Chief Shears entertained a motion to approve the meeting minutes of the December 20, 2018 meeting of the PSBC. Subject to modifying those minutes to note that the motion to authorize the chief to appear before the BOS was made by Ms. Mailman and seconded by Ms. McLeod, a motion was made by Mr. Sinibaldi, seconded by Mr. Gaudet and approved unanimously.

2) Design Update

- It was again noted that it is critical for the design team to immediately submit the necessary and required documentation to Merrimac Planning Board for Site Plan Review. Documents must be filed by January 7, 2019
 - Bill Murray from Paces, Inc., the civil engineers, will forward the application to Chief Sears, as he is authorized by the PSBC to sign the application.
 - It is anticipated that the Polices Station project can get on the hearing for January, 15, 2019. **(Follow up – The first hearing is scheduled for February 5th.)**
- Mr. Sinibaldi would like to see the Horsley& Witten scope commitment limited to storm water drainage review only. He will ask the Planning Board to have H&W speak directly with Bill Murray
- Mr. Sinibaldi indicated that in addition to the 6" main that is currently stubbed into the site, a new 8" main, wet tapped off the street main, will need to be brought into the site.
- The subject of soft costs, mainly FF & E items expected to be out of the construction documents were discussed:
 - Some time was spent discussing the requirements for the police communications antenna support tower. As the approximately (10) antennae are small, it was agreed that investigating having a small antennae support structure braced to the outbuilding structure may be a viable solution.
 - The estimated electrical service cost from Merrimac L&P is \$ 24k.

3) Permitting requirements/costs

- Mr. Sinibaldi will contact KP Law to see if the enterprise fee for water and sewer may be waived

4) Other Business

- None

The next PSBC meeting is scheduled for Thursday, January 17, 2019 @ 9 a.m. @ Merrimac Town Hall – Sargent’s Hall

- Prepared by: Bill Cunniff, NV5 - -End of Minutes-



OFFICES NATIONWIDE

PROGRAM MANAGEMENT - CONSTRUCTION QUALITY ASSURANCE - INFRASTRUCTURE - ENERGY - ENVIRONMENTAL