



NV5

Merrimac Police Station – Merrimac, MA	Meeting Minutes
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PSBC Meeting	Date: February 5 , 2019
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 Pinciario – PSBC Member	Res	Y	Bill Murray – Places		
Laura Mailman - PSBC Member	Merr	N	Landscape Architect	PL	Y
Robert Sinibaldi – PSBC /Merrimac DPW/ISD	Merr	Y			

Chief Eric Shears called the meeting to order @ 5:05 p.m.

1) **Meeting Minutes Approval**

- Chief Shears entertained a motion to approve the meeting minutes of 01.17.19. A motion was made by Mr. Tocci to approve the minutes as submitted, seconded by Ms. McLeod and approved unanimously (Mr. Pinciario abstained).

2) **Site Plan Review**

- Bill Murray, TCG sub-consultant and the project landscape architect reviewed with the PSBC the plans that will be voted upon later this evening at the Planning Boards’ Site Plan Review meeting.
  - Storm-water drainage was discussed, including the detention tank
  - The Alternate (Alt. # 4) for the future access Road to W. Main St. was briefly discussed, including the wetlands impact in that area.
  - Utilities, including water, sewer and electric were also reviewed

- Paving, curbing and lot maintenance logistics for plowing were also reviewed. TCG will look at the Sallyport entrance area to see what may be able to be done to mitigate plowing in this area.

### 3) Construction Documents/ Design Update

- The subject of building permit language for the project specifications were discussed. It was agreed that the documents would state the GC and subcontractors are required to obtain and pay for all necessary and required permits.
- The formula for permit fees can be reviewed with Merrimac ISD upon request.
- Mr. Gaudet issued a spreadsheet that noted the project amounts committed and expended to date, noting that, notwithstanding any legal fees, the available funds for the remainder of the project, including construction, contingencies, FF&E, etc. totaled approximately \$ 5.68mm, based upon the Town approved Total Project Budget of \$ 6.5mm. Moving forward during bidding and construction phases, NV5 will work with Mr. Gaudet and the Town to track all future commitments and expenditures in spreadsheet form.
- The subject of booster pumps, both fire and domestic, were discussed, as it was determined that after flow test, these items were incorporated into the documents; however they were not included in the construction estimates. It was agreed that the project would go out to bid with the pumps. Mr. Sinibaldi is working to see if the additional town pump station that has been designed (Station # 3) can somehow be constructed through the Town, with funding provided through contributions by developers that would benefit from their respective projects by not having to provide and maintain booster pumps for their fire protection and domestic water systems. It would appear that given the timing and Town for approval for this scenario to play out, it will not work for the Merrimac PS project, as it is a requirement that the construction documents include a system that functions based upon the existing conditions. Therefore the construction/contract documents will go out to bid with the booster pumps as discussed.
- Places also generated a draft plan to show that in the future, a new DPW facility of approximately 15,000 sf could be placed on the parcel. The model was based upon a similar building/topography as designed for the Town of Sudbury. As the ability to place both a police station and new DPW facility on the site was previously discussed by the Town, Places will have this plan ready, should a discussion of same come up tonight at the Site Plan Review meeting.

### 4) Other Business

- There was a discussion of the bidding format for the project, and it was agreed that the project would be bid electronically through *Projectdog*. There was a motion made by Ms. McLeod to bid the project electronically through *Projectdog*, seconded by Mr. Gaudet and approved unanimously.

The next meeting of the PSBC will take place on 02.14.19 @ 9 a.m. in Merrimac Town Hall, Sargent Auditorium



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