

BOARD OF COMMISSIONERS --- SPECAIAL MEETING
JUNE 2, 2016

Chairman Cross called the meeting to order at 5:34.

Present: Commissioners Peter Cross, Laura Cronin, Dennis Sullivan, Demeterius Atsalis, Victor Skende and Chief Brunelle.

In as much as Paul Griffin was present, Cross chose to take item 2. Amendment to Contract with Construction Management Systems out of order. The contract amendment was to engage CMS to represent us as Owners Project Manager for \$530,000. Cronin had not received two documents referenced in the amendment. She had requested but had no access to documents referenced as July 3, 2012 and July 24, 012. Griffin stated the amendment was prepared by our attorney. Cronin asked if there was any possibility for negotiation if there were additional meetings required. The contract stipulates two meetings per month during the design phase and on e meeting per month during construction. Griffin offered to send letter offering an additional 12 meetings at no additional charge. He also suggested that the minutes of this meeting reflect the same. Cronin asked who would be on site during construction. That person has not bee assigned. She also asked if there was flexibility in the dates presented. Cross stated that we hope to get started on the vacant lot, etc. as soon as possible. Skende moved acceptance of the amendment to the CMS contract. Sullivan seconded the motion. Griffin will provide letter providing for 12 additional meeting if needed. The motion passed unanimously.

The next item discussed was 1. Amendment to Contract with Kaestle Boos Associates. The contract for Basic Services lump sum fee of \$1,075,000 dated April 14, 2016. The amendment for services dated October 29, 2015 had been approved previously but needed endorsement. Cronin raised question about services not included in contract for Basic Services. Cross stated that K-B has provided \$350,000 for furnishings etc. If we choose to go outside of K-B services, we will need to cover the cost. The development of record drawings is the responsibility of the General Contractor. If the GC fails to do so, Cross stated K-B would produce them at a charge to us and we would have to recover cost from the General Contractor. Cross had done some research and consultation about the architectural fees. He stated that the \$1,075,000, although a lot of money, seemed to be appropriate for the type and scope of this project. Skende moved approval of the amendment. Sullivan seconded the motion. The motion passed unanimously.

There being no further business, the meeting was adjourned at 6:55 pm

Respectfully submitted

Victor Skende
Clerk