

Newbury Safety Services Committee Minutes  
July 29, 2015

**Members Present:** Ken Tentarelli, Chair; Ed Thorson; Alex Azodi; Patricia Sherman; Barbara Freeman; Ron Williams

**Members Absent:** Bob Messenger

Chairman Tentarelli called the meeting to order at 5:30 pm.

**Changes to the minutes from July 15, 2015:**

Ms. Sherman made a motion to accept the minutes. Ms. Freeman seconded the motion. The motion passed unanimously.

**Old Business**

Chairman Tentarelli asked if the Committee members believe that it is acceptable to allow ten minutes for the company's to make their presentations. The Committee agreed that they should tell all of the companies that they are allowed to go longer than ten minutes, up to fifteen minutes and each company will be notified before they make their presentations.

Chairman Tentarelli said at the last meeting that the Committee decided would field the questions that came in from the companies chosen to make presentations. However, Mr. Pavlicek decided that he would be the point person. Mr. Thorson explained that this is because if the Committee has a conversation via email it is considered a meeting.

Chairman Tentarelli said that the Committee determined that they wanted to inform the companies some things this was done via email. Each of the companies were give the deadline of July 24<sup>th</sup> for questions. Each of the companies were made aware that there are studies available for view at the Town Office. Also, that they will be given ten minutes for their presentations. Ms. Thorson said that Mr. Pavlicek has also distributed all of the questions that have been asked along with the answer to each of the companies. Ms. Sherman said that she also found out that they have to tell who the companies that have been selected are if they are asked.

**Report results of reference checks**

Warrenstreet:

Ms. Freeman said that she spoke to someone regarding the Washington Safety Complex and Kyle was architect in charge. The reference had nothing but good things to say, however the study is not complete as they have not gotten the ¾ of the votes so they are still making adjustments. The reference said that Kyle has been flexible in working with them and came back to arranged for their geo-tech without being paid because they did not have any money. Kyle is

creative and good at saving money. The reference also recommended the construction manager, BPS. Washington had hired a different architect at first but the design was horrible so they changed to Warrenstreet and are very happy.

Ms. Freeman said that she spoke the Town Manager of Warner regarding the Warner Fire Station. The Town Manager was not involved in first phase of process and have gone through two different properties as the first property was not very good, however, Warrenstreet made it work. They have since acquired another piece of land and are going through the process again. Kyle was not the project manager for this project, however, the company was flexible, and even though the first site was a challenge, they would have made it work. For this project they looked at pellet stoves as an alternative energy source. The Town Manager also said that Warrenstreet was very accurate with their cost estimation, within 5%.

Ms. Freeman said that she needs to make a few more calls.

SMP:

Ms. Sherman said that she spoke to a reference, Doug Banks, regarding the Durham Library and there was nothing but raves as they really liked them. She asked what the construction contract was and the library was design / build. Ms. Sherman continued that Durham as happy with the pricing, it was a \$3.5 million job and is finished.

Ms. Sherman said that she spoke to a reference regarding an addition and renovation to the Meredith Fire Station. Ms. Sherman said that the reference ranted and raved and were very positive about SMP. However, the reference she spoke with was the construction manager who built the building. For this project, the Fire Department wanted to stay in the building but the site was tight; they were very pleased with the project.

Ms. Sherman said that she spoke to the Chair of the Needs Committee for the Canterbury Fire / Police Station. This reference sells Insulated Concrete Form (ICF) foundations so he is familiar with construction. The project was also a design / build, which was bid as a design build, which meant that the contractor came with SMP so they hired the team.

Ms. Sherman said that she did ask each reference if they would hire SMP again and they all said absolutely. She also asked if there one thing they wanted to change and no one had any comments. Also, all of the projects were the same project manager and consultant that Newbury would have.

Dennis Mires:

Ms. Azodi said that he had four references and he tried to go through them, however, they seem to be a little outdated.

Mr. Azodi said that when he called the phone number for the Committee Chair regarding the Campton Town Office / Police Station the reference was about to board a plane. The reference said does not work for the Town and was just hired for the process, however, he could not talk. Mr. Azodi said that he left a message again and didn't hear back.

Mr. Azodi said that for the Lee Public Library & Community Center the phone number listed was for the library and he spoke with the Director who did have any knowledge about the project but gave him the Chair of the Trustees' phone number. The Chair of the Trustees was involved in the project and she had good things to say about Mires, he is easy to work with and worked well with the building committee. The Warrant did not pass, however they were happy with the work and there nothing she would change.

Mr. Azodi said that he spoke to the Fire Chief regarding the Wilton Fire Department. The Fire Chief had good things to say, however, there was an issue with the subcontractor who designed the boiler system as it was more than what was needed. The building committee were the ones who caught this, however, once Mr. Mires heard about this it was fixed. The Fire Chief said that the work done two months earlier than estimated and under budget. He very happy with Mires and the contractor, the project manager was Steve Peach.

Mr. Azodi said that he tried the reference for the Brooklyn Police Department, however, the phone number was not for the right person, and he was not able to check all the references. Ms. Freeman said that she feels as though this is a negative against the company. Mr. Thorson said that it looks as though they have not checked these references themselves. Ms. Freeman said that she checks the phone numbers and tracks down the appropriate people when she gives a list of reference numbers. Mr. Azodi said that he was not happy that he had to keep making calls but he can understand. Ms. Sherman said that she was shocked when she called one of the references and got a construction company as it should have said that the phone number was for the company. Ms. Freeman said that she had one invalid number.

Chairman Tentarelli asked if the Committee thinks that they can make any conclusions based on the reference checks. After some discussion the Committee determined that they cannot make any decisions at this point and need to wait until after the interviews.

### **Interview Coordination**

Mr. Azodi said that he felt as though the Geo-tech was of the issues that was not as important but he wants to make sure he understands why this is so important. Ms. Freemans explained that this is what was voted on at the Town meeting and it is what is in the Warrant. There was further discussion about where the Geo-tech emphasis came from. Mr. Thorson said that the Committee is not restricted and can go beyond Geo-tech. Mr. Azodi said that he thinks that what the Committee wants is for the architects to give them a design that has taken into account the geotechnical information so he does not think these questions should be asked first and should be worked in later.

The Committee decided to put the questions to be asked in an order so that there is some logic to the layout and also people will know when they ask them.

1. Prior Experience – may or may not need to ask depending on presentation
2. Town Center
3. Execution
4. Cost
5. Geotech
6. Alternate Energy
7. Commitment

Mr. Azodi said that in case the presentations do not make him feel as though the companies know what the Town is looking for he wants to ask them if they know. Chairman Tentarelli suggested that if the Committee does not feel as though they get what they wanted from the presentations then they can ask more questions.

Chairman Tentarelli said that he has spoken with Mr. Pavlicek and the Selectboard would like to include a study regarding the options for alternate energy for other Town buildings, not just this project. Mr. Pavlicek has informed the companies that and the Selectboard is willing to come up with the additional funds to include these buildings. The Committee determined that this should be asked to be broken down in as a separate line item if it is not in the RFP.

Mr. Williams said that many fire stations are opposed to solar energy. Mr. Thorson said that this is because if there is a fire they cannot vent the roof. Mr. Azodi said that he feels as though the expert that is hired should give them their opinion and the Committee should not make recommendations.

### **New Business**

The Committee determined that the next meeting after the interviews will be Tuesday, August 11<sup>th</sup> at 5:30 pm.

The meeting was adjourned at 6:31 pm.

Respectfully submitted,  
Melissa Pollari, Recording Secretary

### **Next meeting dates (Interviews ):**

Wednesday, August 5<sup>th</sup> – 6:00 pm – Mires - Dennis Mires; 7:30 pm – SMP - Anthony Mento

Thursday, August 6<sup>th</sup> – 6:00 pm – Warrenstreet - Kyle Baker; 7:30pm – Discussion

Tuesday, August 11<sup>th</sup> – 5:30 pm