

## HOLLISTON POLICE STATION BUILDING COMMITTEE

### MEETING MINUTES

August 10, 2010

Present: Jon Juhl, Al Shameklis, Keith Edison, Shawn Moore, Ed Nunes, Judi Johnson and Kevin Witzell-KBA

The meeting was called to order at 7:00 pm in the Conference Room at the Police Station. The A/C unit in the room has been leaking. The rug is wet. It appears to be an HVAC issue, condensation.

MINUTES: Ed Nunes made a MOTION to approve the minutes of April 6, 2010. Shawn Moore seconded the motion. Passes, 5 – 0 – 0. Ed Nunes made a MOTION to approve the minutes of May 4, 2010. Shawn Moore seconded the motion. Passes, 3 – 0 – 2.

INVOICES/APPROVALS as follows:

- Keith Edison made a MOTION to approve the invoice from Kopelman & Paige in the amount of \$1,498.76 for services through June 30<sup>th</sup>. Ed Nunes seconded. Passes, 5 – 0 – 0.
- Keith Edison made a MOTION to approve the invoice from MX Consulting Services in the amount of \$249.00 for the Maintenance Agreement on the servers. Ed Nunes seconded. 5– 0 – 0.
- Keith Edison made a MOTION to approve the invoice from Acorn Recording Solutions in the amount of \$995.00 for the Annual Maintenance Agreement for the audio play back system. Ed Nunes seconded. Passes, 5 – 0 – 0.
- Keith Edison made a MOTION to approve the invoice from Don Garland, Inc. in the amount of \$1,451.84 for custodial supplies for the buffer machine. Ed Nunes seconded. Passes, 5 – 0 – 0.
- Keith Edison made a MOTION to approve the invoice from Valley Communications Systems in the amount of \$649.67 for the cordless phone system. Ed Nunes seconded. Passes, 5 – 0 – 0.
- Keith Edison made a MOTION to amend the invoice from W. B. previously approved but not paid, for the amount of \$3,053.85 for a number of office supplies and furniture. Ed Nunes seconded. Passes, 5 – 0 – 0.
- Keith Edison made a MOTION to approve the invoice from A.H.H. Harris in the amount of \$92.00 for the landscaping needed on the slope on the south side of the building. Ed Nunes seconded. Passes, 5 – 0 – 0.
- Keith Edison made a MOTION to approve the reimbursement for Judi Johnson for the Fertilizer necessary to plant the Juniper plants. Ed Nunes seconded the motion. Passes, 5 – 0 – 0.

Legal re: Barr – A motion was made on both parties and the Judge approved to have this sent directly to the Appeals court. Consensus of Committee is to speak with Paul and Attorneys and get our options in writing. Our maximum exposure may be worth the end of this issue. Or should we get a court date and move forward?

DEP Back Flow Device passed and Keith had a Report for our BOH files. Judi will file this report.

CONSTRUCTION BUDGET UPDATE / Punch list – Town has as of 6/30, a retainage of \$5,180. Our records show \$3,180.00. Power washing at the Historical Society is done but not paid yet. If it's not already paid, we should pay that. Case has a release of claims from the Doyle's. Committee's concern is with the repairs to this conference room. Keith sent Al an email regarding the sprinkler heads that need replacing. Kevin to notify Al of this an it's urgency. Rug is now on this list of repairs.

OTHER – Laptops were ordered and received and have been placed in the vehicles. Chillers don't seem to be an issue with the noise. They have been on since June. A MOTION was made to approve the ordering of blankets needed / necessary to have for prisoners. Keith will get a price from W.B. Mason at an approximate amount of \$300.00. Ed Nunes made the motion and Keith Edison seconded. Passes, 5 – 0 – 0.

NEXT MEETING – Tuesday, October 5<sup>th</sup>, at 7:00 pm. At 8:25 pm, Keith Edison made a MOTION to adjourn. Ed Nunes seconded. Unanimous.

Respectfully submitted,

Joanne Garry, PSBC Clerk