

MINUTES OF THE FIRE STATION BUILDING COMMITTEE  
CITY COUNCIL CHAMBERS  
January 3, 2023 – 3:45 p.m.

Committee Members Present: Councilor Martin Pepin, Chair  
Councilor David Witham  
Citizen Rep. Stewarts Ambulance Chief Paul Robidas

Committee Members Absent: Councilor Kenneth S. Vincent, Vice-Chair

Administration/Staff present: City Manager Bob Belmore  
Finance Director Scott Smith  
Fire Chief George Kramlinger  
City Clerk Kristen LaPanne

Others in attendance: Port One - Kelly Davis and Evan Mullen  
Harvey Construction - Senan Murdock

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Chairman Pepin called the meeting to order at 3:50 p.m.

MINUTES OF THE PREVIOUS MEETING

*Councilor Witham made a motion to approve the minutes of the July 26, 2022 meeting. The motion was seconded by Chief Robidas and passed 3-0.*

CONSTRUCTION UPDATE

Senan Murdock provided the Committee with an update pertaining to the Fire Station Building construction budget and noted the expectation of a Phase 2 completion date for May 22, 2023. Mr. Murdock provided a budget summary and noted that there is over \$107,000 remaining in contingency funds. He added that there is currently an overage in the amount of \$7,383.65 for the allowance for heating for Phase I of the construction. The estimated amount to be over the allowance for heating is \$50,000, which was ultimately caused by the delay due to the contaminated soil which added another round of construction during the winter season which wasn't anticipated and therefore caused additional expenses for heating and snow cleanup. Mr. Murdock reported that Phase 1 had remaining funds that can be moved into Phase 2. Councilor Witham's takeaway was that there is no need for alarm but to be mindful of the budget as it could be close.

EMS Chief Robidas requested the status of the contaminated soil. Manager Belmore reported that the soil is covered and contained pending a quote from a facility in Loudon to properly dispose of the contaminated soil. Manager Belmore did ask for clarification on the contaminated soil evaluation cost in the Architect's contingency budget line expense totaling over \$25,000 and Mr. Davis answered that it is due to engineering fees associated with the evaluation of the contaminated soils.

## BUDGET AND SOFT COSTS PROJECTIONS

Mr. Davis provided the Committee with an update pertaining to the Fire Station Building architect and engineering budget and noted that there is over \$22,000 remaining in design contingency funds after the \$8,500 anticipated expenditures and noted that any surplus at the end of the project would go back to the City. Mr. Davis provided the Committee with a snapshot of the budget which included budgeted amounts, paid-to-date amounts and remaining balances. He added that even with the quotes being from over one year ago, the purchasing of items has been close to the amounts initially budgeted for and there is currently over \$296,000 remaining with Fire Chief Kramlinger still needing to purchase more equipment. Mr. Davis reported that the Commissioning Agent which is a hired third party, will evaluate the equipment at the end of the construction to ensure that it is functioning properly before final acceptance.

Manager Belmore reported that Eversource and Unitil completed an energy audit which noted that the Fire Station Building is projected to provide energy incentives and the City recently received notification of a \$4,300. Incentive from Eversource.

## MISCELLANEOUS

Councilor Witham questioned the warranty period as he noted during the recent windstorm that shingles blew off the roof. Mr. Murdock confirmed that the shingles have since been replaced and mentioned they did not yet have time to cure, with warm weather the shingles will cure and adhere.

## ADJOURNMENT

*Chief Robidas made a motion to adjourn. The motion was seconded by Councilor Witham and passed 3-0. The meeting adjourned at 4:17 p.m.*

Respectfully submitted,

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Kristen LaPanne, City Clerk