



**Wellfleet Police Station Building Committee  
Minutes of Meeting #51; March 25, 2019**

**Wellfleet Police Department Conference Room, 36 Gross Hill Road, Wellfleet**

**Present:** Harry Terkanian, Chief Ronald Fisette, Sean Donoghue, and Jay Horowitz

**Regrets:** Mark Vincent, Davis Walters (alternate), Lieutenant Michael Hurley (alternate), and Daniel R. Hoort

**Also present:** Peter Williams, Wellfleet DPW

Mr. Terkanian called the meeting to order at 4:00 PM.

1. Project status. No report.
2. Invoices.
  - a. JJ Cardosi. Payment application dated December 26, 2018 was received with adjustments by the architect (an increase in the retainage amount, line 5a, from \$10,000 to \$50,000 leaving a balance due of \$50,000). The owner's project manager has recommended payment but would prefer to see two adjustments: a restoration of the retainage, line 5a, to the contractor's proposed amount of \$10,000 and a reduction in payment for work completed by \$26,000 leaving a balance due of \$36,000. The Committee reviewed the differences between the architect's certificate for payment and the owner's project manager's recommendation and determined to act on the application with the architect's certification and the owner's project manager's recommendation. On motion of Mr. Horowitz, seconded by Mr. Donoghue, it was voted (4-0) to recommend the application for payment.
  - b. Pomroy Associates invoice #033 – FINAL for \$11,588 representing the balance due on the contract of \$8,838 and reimbursement for building commissioning of \$2,750. On motion of Chief Fisette, seconded by Mr. Horowitz, it was voted (4-0) to recommend this invoice for payment.
  - c. Kastle Boos Associates. Mr. Terkanian informed the Committee that there was an invoice from the Architect but it has not been processed due to a disagreement over responsibility for the payment. No action was taken on this item and the invoice was not presented to the Committee.
3. Committee briefing on proposed phone system replacement. Mr. Terkanian and Chief Fisette reported on activity subsequent to the last Committee meeting. He and Chief Fisette have met on multiple occasions with the Assistant Town Administrator to discuss whether to separate the Police Station portion of the project from the Town wide project, procurement requirements and reports on the experience of other towns with specific phone systems.
4. Minutes. On motion of Chief Fisette, seconded by Mr. Donoghue, it was voted (4 - 0) to approve the minutes of the November 7, 2018 meeting as presented.
5. Committee meeting schedule. No meetings scheduled. Meetings will be scheduled based on the need to address project issues and invoices as they arise.
6. Future agenda items. None.
4. Adjournment. On motion of Mr. Donoghue, seconded by Chief Fisette, it was voted (4 – 0) to adjourn. Meeting adjourned at 4:25 PM

Respectfully submitted,

Harry Sarkis Terkanian

**<sup>1</sup> Public Record Documents**

1. JJ Cardosi, Inc. application for payment dated 12/26/2018
2. Pomroy Associates invoice #033 - FINAL