



**TOWN OF WESTMINSTER  
PUBLIC SAFETY BUILDING COMMITTEE  
MAY 19, 2021  
MEETING MINUTES**

- Call to order
  - *DAVID TURCOTTE CALLED THE MEETING TO ORDER AT 6:03PM. PRESENT WERE- CHIEF LEBLANC, VON SALMI, KERRY KOSKINEN, CHIEF BUTTERFIELD, DAVID MONTY, DAVID TURCOTTE, PAUL BLANCHARD, LISA ROCHELEAU, CHRIS MOSSMAN, KEITH HARDING, MARK HAWKE; ABSENT: JIM DELISLE*
  - *CONSULTANTS: MATT SALAD, TECTON; TONY DiLUZIO, COLLIERS*
  -
- Meeting minutes of April 21, 2021
  - *Motion to accept the meeting minutes of April 21, 2021 as submitted offered by D. Turcotte, Motion seconded by L Rocheleau; Discussion: Chris Mossman was incorrectly listed as absent. Hearing no further discussion the motion passed with the amended attendees recorded by roll call vote.*
  - *D. Turcotte presented Tecton Invoice #43881 in the amount of \$15,000.00 for completion of the revised program. Motion to recommend payment L. Rocheleau, seconded by D. Turcotte. The motion passed unanimously*
  - *D. Turcotte presented two Colliers invoices #8958 and #9242 in the amount of \$3,270.00 and \$1,760.00. Motion to recommend payment by D. Turcotte, seconded by V. Salmi. Hearing no further discussion the motion passed unanimously*
- Tecton Programming Update
  - *Tecton presented a revised Program*
  - *Training space was increased to accommodate FATS Training*
  - *Armory storage slight increase*
  - *Combined some "shared" spaces*
  - *Reduced Fire Chief and Deputy Chief offices*
  - *Fire kitchen/dining was reduced*
  - *Fire Officer bunk increased to accommodate a desk*
  - *Reduce bays could add separate "outbuilding"*
  - *Removed Stairs and Elevator*
  - *Revised total combined facility 28,128sf.*
- Survey and Geotech Services Update
  - *Physical survey has been completed and was issued to the committee.*

- *CAD file will be issued to Tecton so that the building can be sited and recommended boring locations be set.*
- *K. Koskinen questions why the Survey was not extended to the full rear of the site showing the field stone wall. Colliers to review with Places.*
- *K. Koskinen advised that any geo boring should be done in a manner least disruptive to the site with as little clearing as possible. Post boring the site must be cleaned and naturalized as much as possible.*
- *Colliers will locate the borings on site once defined and review with the committee prior to any physical site work take place.*
- *Colliers that the proposal received from Places Consultants had been authorized by the Town Administrator.*
- *Colliers advised the physical survey work should take place on site over the next 10 days.*
- Committee working session for development of town Q&A and presentation brochures – no activity
- Public comments – Resident Matt Dunn present no comment
- Set next meeting date – **June 30, 2021 at 6:00PM**
- Adjournment: ***M. Hawke motion to adjourn at 6:46PM Seconded by L Rocheleau, the meeting adjourned.***

David Turcotte  
Committee Chair

Respectfully Submitted,

**Anthony DiLuzio**

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**COLLIERS PROJECT LEADERS**

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