

LINCOLN BUILDING COMMITTEE

APPROVED

MEETING MINUTES

OCTOBER 12, 2021 – 4:00PM

LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

Building Committee Members Present: Chairman, Al Poulin, Fire Chief Ron Beard, Police Chief Chad Morris, Deputy Police Chief, Jeff Burnham, Selectman Tamra Ham, Paul Mullen, Debbie Celino, and John Hettinger

Building Committee Members Excused: Vice Chairman, Jim Welsh

Others Present: Town Engineer, Ray Korber

Public Present: *There was no public present*

I. CALL TO ORDER

Chairman Poulin called the meeting to order at 4:06 p.m.

II. APPROVAL OF MEETING MINUTES FROM PREVIOUS MEETING

MOTION: “To approve the Building Committee meeting minutes from September 7, 2021 as presented.”

Motion: John Hettinger

Second: Tamra Ham

All in favor.

III. DESIGN RFQ DOCUMENT

The Town of Lincoln generally uses the *design-bid-build process*. Ray Korber asked what direction this committee wants to go in obtaining preliminary designs for a future Police/Fire complex. The proposed design-build process is typically used when there is a time constraint (i.e., when a hotel needs to get built quickly in order to start generating revenue). Korber believes that the design-bid-build is normally a better process to bring to Town Meeting for voter approval. Ray suggests seeking an RFQ from Architectural Firms to generate a concept to bring to Town Meeting with a rough estimate on construction costs.

Paul Mullen disagrees with Korber on the plan-spec bid process, and believes using a Project Manager or Construction Manager is a better process. Mullen believes that Architect estimates are not typically reliable, and feels that they should have a well-informed price to take to Town Meeting. Korber advised this committee to obtain preliminary design from a qualified Architectural Firm realizing that a Project or Construction Manager can be brought in at any time if that is the direction the Town wishes to go.

John Hettinger stated that the committee need a formal needs assessment sooner rather than later.

IV. COMMUNITY OUTREACH

Chief Morris spoke with Dan Adams at Lin-Wood High School about doing a video interview/presentation to address needs and deficiency's at both the Police Department and Fire Department. Chief Morris and Chief Beard will work on getting pictures and descriptions to help create a brochure/pamphlet to help with showing the community the need for a new facility.

V. OLD/NEW BUSINESS

Grant Possibilities:

Chief Beard will do some research to see what grant opportunities may be out there.

Action Items:

Ray will create an RFQ, scope of work, and advertising outline to put in the paper and get that to Al prior to our next meeting.

VI. PUBLIC PARTICIPATION

There was no public participation

VII. ADJOURNMENT

With no further business to attend to, the Committee scheduled their next Building Committee meeting for Wednesday, November 3rd at 5:00pm at Lincoln Town Hall meeting room.

MOTION: "To adjourn."

Motion: Al Poulin


Second: Debbie Celino

Motion Carries.

The meeting adjourned at 5:00 p.m.

Respectfully Submitted,
Selectman, Tamra Ham

Approval Date 11 /03 / 2021



Chairman, Al Poulin