

*Town of Seekonk*  
*South End Fire Station*  
*Building Committee*

Committee Members Attendance:

☒ James Tusino (Chairman)      ☒ Michael Bourque (Vice Chairman)      ☒ Nicholas Rondeau (Clerk)  
☒ Oscar Elmasian (Member)      ☐ David Sullivan (Member)

Regular Attendees:

☒ Shawn Cadime – Town Administrator | ☐ Carol Ann Days – Assistant Town Administrator/HR Director  
☐ Dan Tavares – CGA (Principal) | ☐ MaryBeth Carney – CGA (Project Manager)  
☐ Ted Galante – TGAS | ☐ Paolo Carissimi – TGAS | ☐ Simona Bartali -TGAS

Other Attendees:

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Meeting Date: 8/18/2022      Time: 7:00 PM

Zoom Meeting

Motion made by Mr. Elmasian, seconded by Mr. Rondeau; to call the meeting to order at 7:02pm.  
All in favor All members present vote yes, Mr. Elmasian, Mr. Rondeau, Mr. Tusino.

*“Per Governor Baker’s Order suspending certain provisions of the Open Meeting Law, G.L. c. 30A, sec. 20 the public will not be allowed to physically access this South End Fire Station Building Committee meeting. However, public comments and questions may be submitted to the Board in advance of the meeting by sending an email to SeekonkSEFSBC@gmail.com prior to or during the meeting.”*

This Committee Meeting is being audio and visually recorded using the Town’s Zoom account.

Please notify the Chairman at this time, if anyone watching this meeting is also audio and/or visually recording the meeting.

Agenda:

1.) Consider the Approval of Bills and Invoices.

- a. Motion to approve CGA Invoice SFS-006, Motion made by Mr. Bourque, Seconded by Mr. Elmasian All in favor Mr. Rondeau, Mr. Bourque, Mr. Elmasian, Mr. Tusino.
- b. Motion to approve TGAS Invoice 2208-01, Motion made by Mr. Elmasian, Seconded by Mr. Bourque. All in favor, Mr. Rondeau, Mr. Bourque, Mr. Elmasian, Mr. Tusino.

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- c. Motion to approve TGAS Invoice 2208-02, Motion made by Mr. Bourque, Seconded by Mr. Bourque. All in favor; Mr. Rondeau, Mr. Bourque, Mr. Elmasian, Mr. Tusino.
- 2.) Community Speaks: Any one present or any questions submitted by email.
  - a. No one present. And no emails received.
- 3.) General Announcements or procedural matters.
  - a. Nothing at this time.
- 4.) Updates and/or announcements from CGA (OPM).
  - a. Nothing at this time.
- 5.) Updates and/or announcements from Architecture Firm.
  - a. Nothing at this time.
- 6.) Approval of minutes for the following meetings:
  - a. Motion to approve the June 9, 2022, meeting minutes; as presented; made by Mr. Bourque, Seconded by Mr. Tusino, All in favor Yes with. Mr. Rondeau, Mr. Bourque, Mr. Elmasian, Mr. Tusino.
- 7.) Discuss the next steps, and the next meeting date.
  - a. Next meeting will be with the OPM and Architect with the Architect's next meeting.
- 8.) Next meeting will be:
  - a. Town Hall September 1<sup>st</sup>, 2022, 7:00pm in person.

Next meeting: Date: 9/1/2022

Time: 7:00 pm.

Motion to adjourn made by: Mr. Elmasian, seconded by: Mr. Bourque; at 7:14 pm. All in favor Yes, Mr. Tusino, Mr. Bourque, Mr. Sullivan, Mr. Rondeau in favor.

See attached Addendum I – CGA Invoice SFS-006

See attached Addendum II – . TGAS Invoice 2208-01

See attached Addendum III – TGAS Invoice 2208-02



CGA Project Management, LLC

P.O. Box 3147

Fall River, MA 02722

## INVOICE

**Town of Seekonk**  
100 Peck Street  
Seekonk, MA 02771

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**Project:** Seekonk South End Fire Station  
**Invoice #:** SFS-006  
**Invoice Date:** 7/31/2022  
**Original Contract Amount:** \$ -  
**Amended Contract Amount:** \$ -  
**Total Contract Amount:** \$ -

Description	Contract Amount	Previously Billed	Total Earned	% Complete	Current Billing
Designer Procurement	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	100%	\$ -
Preconstruction Phases	\$ 60,000.00	\$ 9,000.00	\$ 15,000.00	25%	\$ 6,000.00
Abatement/Demolition	\$ 2,000.00	\$ -	\$ -	0%	\$ -
Construction Phase	\$ 168,000.00	\$ -	\$ -	0%	\$ -
Project Closeout	\$ 6,000.00	\$ -	\$ -	0%	\$ -
<b>Summary</b>	<b>\$ 240,000.00</b>	<b>\$ 13,000.00</b>	<b>\$ 19,000.00</b>	<b>8%</b>	<b>\$ 6,000.00</b>

**TOTAL DUE: \$ 6,000.00**

Please remit payment to:  
CGA Project Management, LLC  
P.O. Box 3147  
Fall River, MA 02722

Payment Terms: Thirty (30) days

Invoice 2208-01  
26-Jul-22

TGAS No. 2208.00

Seekonk Fire Department New Building Design

Client: **Shawn Codime**  
Town Administrator  
100 Peck Street  
Seekonk MA 02771  
[scadime@seekonk-ma.gov](mailto:scadime@seekonk-ma.gov)

Architect: **The Galante Architecture Studio, Inc.**  
146 Mount Auburn Street  
Cambridge, MA 02138  
617.576.2500

For Architectural Services

Architectural Design Services:	Contract	Percent Completed	Previously Invoiced	New Invoice
Schematic Design	\$65,695.05	25.00%	\$ -	\$ 16,423.76
Design Deveopment	\$87,593.40	0.00%	\$ -	\$ -
Construction Documents	\$131,390.10	0.00%	\$ -	\$ -
Bidding and Negotiation	\$21,898.35	0.00%	\$ -	\$ -
Construction Administration	\$109,491.75	0.00%	\$ -	\$ -
Project Close Out	\$21,898.35	0.00%	\$ -	\$ -
<b>Subtotal for Basic Services</b>	<b>\$ 437,967.00</b>		<b>\$ -</b>	<b>\$16,423.76</b>

Reimbursable Expenses this period					Total
	Description				
	Mileage / Transportation / Parking				
		<i>subtotal</i>			0.00
			x		1.1
					<hr/>
		<b><i>Subtotal for reimbursable expenses</i></b>			<b>\$0.00</b>
<b>TOTAL THIS INVOICE</b>					<b>\$16,423.76</b>
<b>Past Due Invoice</b>					<b>\$0.00</b>
<b>Total Due</b>					<hr/> <b>\$16,423.76</b>

Invoice 2208-02  
1-Aug-22

TGAS No. 2208.00

Seekonk Fire Department New Building Design

Client: **Shawn Codime**  
Town Administrator  
100 Peck Street  
Seekonk MA 02771  
[scadime@seekonk-ma.gov](mailto:scadime@seekonk-ma.gov)

Architect: **The Galante Architecture Studio, Inc.**  
146 Mount Auburn Street  
Cambridge, MA 02138  
617.576.2500

For Architectural Services

Architectural Design Services:	Contract	Percent Completed	Previously Invoiced	New Invoice
Schematic Design	\$65,695.05	75.00%	\$ 16,423.76	\$ 32,847.53
Design Deveopment	\$87,593.40	0.00%	\$ -	\$ -
Construction Documents	\$131,390.10	0.00%	\$ -	\$ -
Bidding and Negotiation	\$21,898.35	0.00%	\$ -	\$ -
Construction Administration	\$109,491.75	0.00%	\$ -	\$ -
Project Close Out	\$21,898.35	0.00%	\$ -	\$ -
<b>Subtotal for Basic Services</b>	<b>\$ 437,967.00</b>		<b>\$ 16,423.76</b>	<b>\$32,847.53</b>

Reimbursable Expenses this period					Total
	Description				
	Mileage / Transportation / Parking				
		subtotal			0.00
			x		1.1
					<hr/>
		Subtotal for reimbursable expenses			\$0.00
TOTAL THIS INVOICE					\$32,847.53
Past Due Invoice					\$16,423.76
Total Due					<hr/> \$49,271.29