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**MINUTES OF THE
MUNICIPAL BUILDING ADISORY COMMITTEE (MBAC)
REGULAR MEETING OF September 28, 2023
Salem Town Hall, 33 Geremonty Drive, Salem, NH Knightly Room**

6 **PRESENT: Voting Members** Chairman Roy Sorenson (Municipal Services Director) Jeff Boyer (Budget
7 Committee Representative) Keith Stramaglia (Town Council Representative) Nicole McGee (Finance
8 Director) Jacob LaFontaine (Town Planning Director)

9 **ALSO PRESENT: Non-Voting Members** John Klipfel (Director of Engineering) James Pacheco (Facilities
10 Foreman)

11 **ALSO PRESENT:** Joel Dolan (Police Chief) Shane Smith (Deputy Chief) Marc Lehoullier, Gino Baroni
12 (Trident)

13 **ABSENT:** Joe Devine (Assistant Town Manager)

15 **CALL TO ORDER:** Chairman Sorenson called the meeting to order at 3:09

16 **Motion by:** Member Boyer to approve meeting minutes from August 31, second by Member Stramaglia

17 **Member Sorenson – Yes**

18 **Member Stramaglia – Yes**

19 **Member LaFontaine – Yes**

20 **Member Boyer – Yes**

21 **Member McGee – Yes**

22 **The motion passed 5-0-0**

24 **TGAS Update:** Marc, Gino, Chief Dolan, and Chairman Sorenson have been communicating with TGAS,
25 they are moving quickly and they are happy with their progress. TGAS has been very responsive, and
26 they are getting closer with each progression. The group will weigh in on the three concepts and
27 budgets for each.

28 Member Pacheco gave an update on the District Court roof; he is waiting on the architect to give the
29 final approval then they will be signed off on the project.

30 Old Town Hall: there are only six windows left on the exterior, hoping to have those in before the
31 winter.

33 Chief Dolan met with his working group today. They have two events this weekend and another on
34 October 14.

35 Deputy Chief Smith shared that he met with the original builder on Wednesday, and they are planning to
36 shoot a video with him, and he would like to be at the ribbon cutting when the project is complete. He
37 also noted that the station was too small to be a police station back when it was built, and he was
38 surprised that it was being used as a police station.

40 Member McGee said the finance group has a rough idea as to how they want to structure the bonds,
41 and how they want to pay for it. Their next meeting is 11/20 and hope to have a final recommendation
42 to MBAC, then will present to TC

44 **RFQ/P – Construction Manager** – Marc said that he received submissions from five firms, and that this
45 was by invite only. He said they are all qualified and based in New Hampshire. He also noted that all five

46 attended the walk through.
47 Marc reviewed the spreadsheet that he distributed to the group, and provided a summary of what
48 everyone is reviewing in the booklets. He also gave a background on the companies. He said they are all
49 solid firms, and they are all long-term firms, and all remain in business because of their quality of work,
50 reputation, and workability.
51 Marc wants the group to rank the companies based on the booklets, then rank them based on their
52 interviews (similar to previous selection process)
53 Marc has fee schedules but won't release until a selection is made.
54 Member Boyer asked if it's best to go with a firm who has experience building a stand alone PD, Marc
55 said they are going to build what the designer designs. Gino said they are building experts, so they will
56 be able to build what is designed.
57 The group decided it would be best to interview all five companies that submitted. Interviews will take
58 place next Thursday in the Knightly Room.

60 **Next Meeting** – Next Thursday for interviews.

62 **Motion by:** Member Boyer to adjourn, second by Member Stramaglia

63 **Member Sorenson – Yes**

64 **Member Stramaglia – Yes**

65 **Member LaFontaine – Yes**

66 **Member Boyer – Yes**

67 **Member McGee – Yes**

68 **The motion passed 5-0-0**

70 Notes/minutes taken by: Kim Babaian

71 Approved: MBAC Committee

72 Date: October 26, 2023

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