

MINUTES 10/11/07

Harwich Police Station Building Committee Meeting Minutes October 11, 2007

Members Attended: Debra DeCosta, Dick Hoyer, Franco Previd, Norm Clarke Jr. and Ray Jefferson - Presiding.

Also Attended: Aram Goshgarian (Police Officer), Derek Dutra (Police Officer) Police Chief William Mason, Bruce Nightingale (Capital Outlay Committee & Planning Board), Jim Byrne (Project Manager), Peter Brooks (KBA), Mike McKeon (KBA), Todd Costa (KBA),

Absent: John J. Brooks Jr.,

Jefferson opened the meeting at 6:37pm.

Hoyer made a **motion** second by Clarke to accept minutes of September 27, 2007 as written. **Motion carried.**

Old Business

- A. Jefferson reported on the presentation to the Capital Outlay Committee (CAC) of October 4, 2007. He distributed and read written report submitted by CAC Chairman Pete Watson. Comments at CAC meeting focused on Sergeants area being oversized. Concern on how station was sized raised, felt population growth was grossly overstated which Manpower was based that resulted in increased office space. The large meeting room was also an issue. Jefferson stated that we need to refer to this as the EOC and training room, not a "community room". CAC felt open gallery was a waste of space. Concerns were raised about cost to run the building. Jefferson & Chief Mason encouraged the CAC to visit the new Dennis Police Station. The message taken from the CAC meeting was to reduce the cost of the station by one million dollars. Jefferson indicated Town Administrator Jim Merriam and Town Accountant David Ryan had positive comments about the project. A public relations suggestion by the CAC to have a question and answer session on local TV and radio was discussed. McKeon will email possible questions and answers to DeCosta who will begin to compile a list of questions to utilize.
- B. Schematic Design and Elevation Plans updated by KBA were distributed and reviewed. The detention area was reduced by a few 100 square feet.
 - a. Written report also distributed.
 - b. Energy recovery system for HVAC would add \$15 to \$20K to project but would save money. KBA is looking into what the pay back figure would be. Geo Thermal heat pumps would add \$500,000 and would take 15-20 years for the payback. Jefferson indicated that would be to long and would not justify the added cost.
 - c. Hole-less elevator being looked into, Clarke asked about size being handicap accessible.

- d. Site Survey sent to Merriam regarding the legal combination of the site lot line issue. The Town Engineer will handle it with an 81X.
- e. Radio Engineers will meet with communications folks from both the Fire Department and the Police Department Thursday October 18th at 9 am on how to set up dispatch. Ron Provhost from Barnstable County Dispatch will attend along with the Motorola representative.
- f. KBA discovered a Gable entry would be less expensive than the pitch roof entry. Nightingale asked if it would be cheaper without the dormers. KBA explained that the space they create is being utilized.
- g. GGD looked into combining sallyport drain with vegetated treatment area at Fire department. KBA needs to know how the original was designed. Clarke agreed to get the information to McKeon prior to them seeing the Board of Health.
- h. KBA addressed question of one massive facility being impractical. Electrical would need to be upgraded, foundation underpinning may be required, and code would require seismic joints between the structures.
- i. Concept of two separate buildings essentially would be a wash:
 - i. New building would need own dispatch \$480,000
 - ii. Fire Department lockers reduced -\$180,000
 - iii. Renovation in Fire Department not done -\$300,000Portable dispatch would need to be set up while construction taking place and moving would add additional money to the project if separate.
- j. Reuse of Fire Alarm panel not permitted for new construction, additional Zones and devices in renovated Fire Department area will be added to existing panel.
- k. Construction of the dispatch center can be the first phase of construction but not practical to do as stand alone. It would cost more according to McKeon.
- l. Force Main project must be started right away in order to reduce the cost of pumping the sewage holding tank. The school has applied for a new permit which is up in December. Once the school has their permit we can go for the new one to tie into the system. Coastal Engineering should begin the process now so it will be ready to apply for when the other is approved. KBA discussed this with the Town Engineer and Merriam. The construction could leave a T at a strategic spot for the Recreation Building to tie into at a later date. Hoyer will talk with Merriam.
- m. KBA has not connected with Bob Hayden regarding the move yet. Hoyer suggested they also try B & B house lifters.
- n. Discussion about building materials revealed some wood and steel would be used. Cost of steel is high. Masonry would be utilized for the detention center. It would be "Light steel construction with wood studs" which should save \$130,000. Hoyer made a **motion** second by Clarke to have steel frame with wood infill. The **motion passed**.
- o. Boring work began, they hit an electrical conduit and the irrigation system at the fire department. Repairs need to be done per Clarke. Dig safe did not mark them. According to McKeon the town will have to repair it, dig

save is not liable, they are just a service. Boring will continue the 15th, the town surveyor; engineer and Hoyer will be in attendance.

- p. Site Plan shows less parking – Merriam requested we do away with the parking in the street set back. Hoyer and DeCosta reminded them we made a motion to go for the variance. Clarke and Chief Mason thought if they redid the security fence location opening 14 spaces to the public they could do with 20 fewer spaces out front. Hoyer made a **motion** second by Clarke to accept the new configuration. **Motion carried.**
- q. Brick samples were viewed. Hoyer will look at them in the light of day and chose a sample as close to the existing fire station as possible. McKeon suggested he look at them wet as well as dry.
- r. Town excavation and paving work will be done in the last phase of the project after demolition of old police station. Fill could be piled up to be removed later by the town. Byrne and Hoyer will come back with options.
- s. Fitness Equipment – KBA needs a list of what will remain from the Police Department. Dutra volunteered to put together a list.
- t. McKeon asked if electric hand dryers were wanted for rest rooms. NO the request was for paper towels.

C. Project Schedule reviewed – Cost of Design Development goes to the estimator November 15, 2007. It will come to the Committee on the 29th.

D. The updated drawings were reviewed with the staff with regards to furniture and lay out. Some areas were tweaked. Dispatch will be discussed on the 18th. Changes on how prisoners are processed and evidence handled was talked about. One more meeting will be needed to iron out changes to achieve correct flow. Additional evidence lockers may be required. Mason stressed the report writing area was increased to 5 stations and a bit larger. Roll call was reduced some. They may increase report writing to fit 6 work stations.

E. The plans and our committee process are on the town web site now. www.town.harwich.ma.us – DeCosta will do a press release on this.

F. Video – Fire Station changes now need to be added. Jefferson will do channel 18 with cost numbers at end of month. Mason, Fire Chief Flynn and Jefferson will do WQRC show on a future Sunday morning feature show. They will also use sound bites for news stories.

G. State Rejected one of our grant applications. One reason they highlighted was that our money has not been approved by town meeting yet. Next year they plan to increase the funding from \$2 million for the state to four or five million. They had received application requests totaling \$25 million. We are still in the running for the second grant.

H. Geoff Weigman sent his letter of resignation to the Selectmen. His letter was read and he stated it was not due to lack of support but to time commitments he had with business and family.

I Merriam forwarded a letter from Cape Light Compact stating they would like to be working with KBA on this project.

J. Mason and Jefferson are doing a presentation to the Finance Committee the 16th at 7pm in the Library at Town hall.

Next Meeting November 1, 2007 6:30 pm

The meeting was adjourned at 9:27 pm.

Submitted by Debra L. DeCosta