



COMMITTEE MEETING NO. 6

HARWICH POLICE FACILITY

Harwich, MA

KBA # 07001.00

Prepared by: Peter Brooks, Project Architect

Date: November 15, 2007

Page: 1 of 3

PRESENT: Ray Jefferson; Building Committee Chair
William Mason, Police Chief
Building Committee members:
Norm Clarke, Deputy Fire Chief
Dick Hoyer
Larry Cole
John Brooks
Debbie DeCosta
Peter Brooks, Project Architect, KBA
Todd Costa, Job Captain, KBA
David McKinley, Landscape Architect, KBA
Kristen Smith, Interior Designer, KBA

COPIES:
Franco Previd
Jim Byrne, Project Manager
Michael McKeon, Vice President, KBA

Note: Please read these minutes for clarifications, errors or omissions. These minutes will become part of the permanent project record as of two weeks from the issue date above. All corrections must be incorporated prior to that date.

SUMMARY: A meeting was held on November 15, 2007 in the FD Training Room.

DISCUSSION:

The following items were discussed, not necessarily in the order presented:

- Notes of last meeting: Michael McKeon requested a correction to meeting minutes to state David McKinley had been aware of soil removal by the town.
- Both Chiefs and Dave McKinley to meet with the Civil Engineer Chris Garcia and the health agent Paula Champaigne about connecting the Sally-port drain into the vegetated Fire Department floor drain waste water disposal system.
 - Chief Mason to set up the meeting.
- Norm Clark will contact PSI regarding the repair of damage caused during the boring procedures.
- David McKinley will attend the ZBA hearing on November 28.
- David McKinley presented a landscape plan.
 - The Committee wants to down play the line of the Lobby central axis.



COMMITTEE MEETING NO. 6

HARWICH POLICE FACILITY

Harwich, MA

KBA # 07001.00

Prepared by: Peter Brooks, Project Architect

Date: November 15, 2007

Page: 2 of 3

- The Committee wants to have the town Disability Rights Committee review the plans.
- KBA will prepare a chart showing the cost of operation for station today compared to a new facility.
 - Electrical power, gas & water,
 - Maintenance & repair over the past 5 years.
- The Committee voted to use split face block for the segmental retaining wall
- The Police radio tower was blown down in the storm last week. The Fire radio tower is also reported to be over loaded and it sustained some damage.
 - The Town is negotiating with cellular communication companies for a replacement. A new tower should be located away from the buildings.
 - All new tower proposals should be reviewed with the Planning Dept.
- Todd presented the revised floor plans and exterior materials.
 - Fire Dept lockers are now combined with the Police locker areas, reducing the Fitness area.
 - Archives/Storage area on the lower level has been reduced by approximately 200 SF.
 - Training Room, Records, Administration and offices were all slightly deduced in size, for a total reduction of 655 SF
 - The Committee voted to accept the current plan.
- KBA to e-mail Ray of Debbie current floor plans, elevations, and copy of the handouts so they can be posted to the website in pdf format.
- Exterior materials include brick, clapboard and asphalt shingles.
 - Brick: Dick Hoyer found that the originally specified brick was Hamilton Blend Brick supplied by Consolidated Brick. KBA will contact Humphrey McCarthy of Consolidated
 - Clapboard siding proposed is cement wood fiber composite, "Hardie-Plank"
 - Trim; Azek or Versatex cellular PVC.
 - Asphalt Shingles rated for the 120 mph wind zone
- New State Building code will be in effect in 2008, requiring a higher grade of windows to be used.
- KBA to provide a cost comparison between "Hardi-plank" and vinyl siding.
- KBA to provide a cost comparison of new windows and roof shingles rated for the new 2008 Code vs. the Sixth edition Code .
- Interior finishes and colors were presented.
 - Walk-off carpet in the vestibules.
 - Porcelain tile flooring in the Lobby with wood trim and a wainscot.
 - Carpeting in the training room and offices.
 - Rubber tile in the high wear areas like dispatch and roll-call.
 - Ceramic tile in the locker rooms with a wall board soffit above the lockers.
 - Rubber athletic flooring for fitness.
 - There was no objection to any colors or finishes. KBA will look at lighter colors.

J:\Harwich\Police\Arch-Int-Land-Struct\Arch Report\Building Committee Meeting 11152007.doc



COMMITTEE MEETING NO. 6

HARWICH POLICE FACILITY

Harwich, MA

KBA # 07001.00

Prepared by: Peter Brooks, Project Architect

Date: November 15, 2007

Page: 3 of 3

- KBA to provide cost for a central vacuum system
- KBA to include security cameras at the exterior..
- Committee voted approval of the fenced parking but not gates.
 - Provide conduit for future gates
- KBA to include a phone and gas line to the barn.
- Landscape to include granite curbs in front parking area with concrete and bituminous curb in other areas.
- KBA to provide a detailed phasing plan for the project Phase 3

Next meeting: December 6, 2007. The Design Development Opinion of Probable Cost will be presented.