

Approved November 29, 2016

Mendon Police Station Building Committee Meeting  
Mendon Police Station  
Mendon, MA 01756  
Wednesday, November 9, 2016  
7:00 p.m.

I. Call to Order

The meeting was called to order at 7:01 pm by Joe Cronin.

Building Committee Members Present:

Tim Aicardi, Joe Cronin, Don Morin, Eric Peterson, Moritz Schmid, Linda Thompson

Others Present:

Chris Burke and Rich Schofield, Mendon Board of Selectmen  
David Kurczy, Mendon Police Chief  
Dick Skinner, Mendon Resident

II. Approval of Meeting Minutes – October 19, 2016

MOTION: A motion was made by Don Morin, seconded by Eric Peterson to accept the meeting minutes from October 19, 2016.

DISCUSSION: Moritz Schmid stated that he would abstain because he was not present at that meeting.

VOTED: Unanimous, with Moritz Schmid abstaining.

III. Review/Update Open Action Items

1. Inquire about the possibility of expanding the existing leach field that supports the Clough School and the Town Hall Campus buildings – Tim  
Tim explained that he has been in contact with the town engineer who is looking into the capacity of the leach field now. The existing leach field is encroaching on buffer zones so expansion is not likely. It is also not in compliance due to a lack of inspections every three years, which is a requirement now that it is a shared system. It is appropriately sized for the Clough School and Town Hall campus buildings (library, Town Hall, police station, fire station). Provided we understand what additional volume is added, if any, we would have to work with the Massachusetts DEP to get an approval to modify the existing conditions. Tim also mentioned that public water supplies require quarterly testing.
2. Contact Mary Bulso to get feedback on the police station construction conference in Dallas, TX she will be attending in November. This item will not be due till after the November 11<sup>th</sup> conference – Dave  
Mary is currently attending the conference (November 9-11) and will provide an update to the committee when she returns.

3. Put together a spreadsheet containing all the available parcels for a potential new police station, both private and town owned so the Committee can add pros and cons to each. – Don  
Don showed the Committee the spreadsheet that he has created and which the team will use to rate and rank each potential location. The Committee will attempt to finalize the list of options later on in the agenda at this meeting.
4. Ask Tim Aicardi to obtain a drawing of the Town Hall campus with square footage information. – Joe  
Tim shared a drawing of the Town Hall campus with the Committee but it didn't contain dimensions, so he'll try to get them from GIS for the next meeting.
5. Bring documentation that specifies deficiencies with the existing cell blocks (and anything else in the current station) to the next meeting. – Dave  
Dave shared a letter from the Massachusetts DPH that outlines the health and safety violations with the existing station, which are the lack of floor drains in the cell blocks and the finish to the cell block floors that prevents them from being easily cleaned. Dave also added that the HVAC system is inadequate and the size and position of the cell blocks is insufficient as it limits the amount of space available to perform suicide checks on any prisoners that are held.
6. Ask for feedback on the police station plans from the current police department staff. – Dave  
Dave explained that the staff had the following concerns with the existing police station plans: the evidence and firearms storage rooms are small, the distance between dispatch and prisoners is insufficient, and the location of the training room should be changed, i.e. it should be moved so that it is accessible from the lobby.
7. Arrange for a potential tour of the Bellingham Police Station. – Dave  
Dave said that he has been in contact with the Bellingham Police Chief and that he could arrange for a tour for the Committee when we are available. The Committee suggested trying to arrange for a tour on Tuesday, November 29<sup>th</sup> at 6:30pm. Dave agreed to try to do this.

#### IV. Review Potential Sites for the New Police Station with Board of Selectmen

Don shared the current list of potential sites with the rest of the Committee and the Board of Selectmen. It consists of three town owned sites: Morrison Drive "shell", on the Town Hall campus behind the current police station, and the former Taft orchard on route 16; two non-town owned sites: Kevin Meehan's land on Morrison Drive and Wayne Kimball's property on Providence Street, and other speculative sites like the former West Hill Machine Shop on route 140. The group started to discuss the pros and cons with each of the sites on the existing list and also contemplated adding other potential sites in town to the list.

The group felt that location was one of the most critical items with regards to any new police station, and that it had to be located somewhat near the center of town. The group felt that it didn't want any location further south of the Morrison Drive location, and thought that locations along Providence Street up to and including on route 16 would be ideal. For that reason, the West Hill property on route 140 would be removed from consideration. The group also decided that instead of just considering the location behind the existing police station they should consider any part of the Town Hall campus. The Committee will also consider variations of each location, for example each available building on the Town Hall campus, e.g. the former fire station, as well as other options within the entire campus. The same will go for the Morrison Drive property. Rich Schofield said that someone had suggested that we consider having Kevin Meehan finish building the police station on Morrison Drive and then lease it back to the town with the intent to own. Rich wasn't recommending this option; he was just stating that the Committee should look at both location and the different options within each location.

With regards to the Town Hall campus location, Dave Kurczy mentioned that he has been in contact with the abutter to this property (Shelley Vincent) and that he was open to working with the town to keep the police station on the Town Hall campus. The Committee asked if there were any existing plans for the former Fire Station and were told that as of now it is being looked at for storage and potential meeting space, and that it was historical and qualifies for CPA funds. Rich stated that CPA funds could be used to complete some initial renovation of the former Fire Station such as installing offices and tightening up the building, and that cell blocks and other police station items could be added later through an expansion/renovation project.

Joe asked about how funding might be acquired in the near term if an architect was needed to put together some initial plans and cost estimates for a short list of potential sites. Rich and Chris were not sure how to do this as there are no special town meetings planned between the upcoming one in November (with a closed warrant) and the May annual town meeting. Chris stated that he would like to have the Committee complete its work by the May annual town meeting, so if funding is needed before then the Committee should bring the request to the Board of Selectmen and they will determine what options they might have. Rich asked Joe if he had any idea how much money might be needed and Joe wasn't sure, but that he would contact Greg Carrell to find out.

**ACTION:** Contact Greg Carrell to find out what it might cost to create some initial plans and cost estimates for a short list of potential sites for a new police station. – Joe

With regards to all the proposed locations, Chris suggested that the first thing the Committee should do is to see if the proposed approximately 7000 square foot building on Morrison Drive would fit on any potential new location. The Committee agreed that made sense. Rich also suggested that no options be eliminated for

emotional reasons. At this point Don asked if we should consider other existing buildings in town, as the current Senior Center was suggested at one point. After a brief discussion, the Committee decided that it didn't make sense to take an existing, occupied town building as the cost would be too much to replace and renovate. Dick Skinner also added that he believed that the Committee would never garner the support of the senior community to take the Senior Center for a police station and to relocate the senior center elsewhere.

After the discussion the Committee settled on the following list of eight options:

1. The existing shell on Morrison Drive.
2. Lease to own the existing shell on Morrison Drive from someone else who would build it out first.
3. Kimball property on Providence Street adjacent to Morrison Drive.
4. Meehan property on Morrison Drive (potential land swap).
5. Bridges land on Providence Street adjacent to Morrison Drive.
6. Former Taft Orchard on route 16.
  - Rich Schofield mentioned that the BOS is discussing sending out an RFP for that land in the near future so the Committee would have to be aware of what takes place with that activity.
  - Don asked if there were any drawings for this property so that the Committee would know what section was earmarked for municipal use and Rich said he would send the plans to Don.
7. The former Fire Station on the Town Hall campus
8. New construction behind the existing police station

ACTION: Send the drawings of the former Taft Orchard property on route 16 to Don so the Committee can understand what section of that property is available for municipal use. – Rich

The Committee and the BOS agreed that it didn't make sense to look into the purchase of any other land at this time other than what was included on this short list. When discussing the potential new sites it became apparent that the Committee did not know how much land would be needed to support the approximately 7000 sq. ft. building and support systems like a well, septic, drainage, etc. Chris and Tim agreed to look into this.

ACTION: Determine how much land would be needed to support an approximately 7000 sq. ft. building plus a well, septic system, drainage, etc. – Chris/Tim

In closing, Rich Schofield stated that he felt there were three main components to the process for gaining town approval for the project. They are as follows: 1) We aren't building a Taj Mahal, 2) We've shown good faith to control costs and 3) We tried to fund the project from within the budget where possible and only went to the voters where necessary.

V. Items Not Reasonably Anticipated 48 Hours Prior to Meeting

None

VI. Next Meeting Date, Time and Agenda

The next meeting will be held on Tuesday, November 29<sup>th</sup> at 7:00pm in the Fire Station conference room after the tour of the Bellingham Police Station at 6:30pm. The Committee will get together at 6:15pm at the current fire station and will car pool over to Bellingham. Agenda for the meeting will include a review of the sites that the Committee is considering, development of the criteria that will be used to rate and rank the options (size of lot, existing well/septic/electricity, cost, timeline, etc.) and a review of the open action items. Eric also suggested that we invite a few members of the Mendon Police to a future meeting to understand their concerns with the building on Morrison Drive so the Committee could determine what would be needed to address the concerns. David said that this would not be an issue.

VII. Adjournment

MOTION: A motion was made by Don Morin, seconded by Eric Peterson to adjourn the meeting.

DISCUSSION: None.

VOTED: Unanimous.

The meeting adjourned at 8:30 p.m.

Minutes by Don Morin