

Approved May 2, 2018

Mendon Police Station Building Committee Meeting  
Mendon Town Hall  
Mendon, MA 01756  
Wednesday, April 25, 2018  
7:00 p.m.

I. Call to Order

The meeting was called to order at 7:02 pm by Joe Cronin.

Building Committee Members Present:

Mike Ammendolia, Joe Cronin, Police Chief Dave Kurczy, Don Morin, JP Parnas, Eric Peterson, Moritz Schmid and Linda Thompson

Others Present:

Mary Bulso, OPM, Daedalus Projects, Inc.  
Kevin Witzell, Project Manager, Kaestle Boos Associates, Inc.  
David McKinley, Landscape Architect, Kaestle Boos Associates, Inc.  
Janice Muldoon-Moors, Historic District Commission

II. Approval of Meeting Minutes – April 3, 2018 and April 10, 2018

MOTION: A motion was made by Mike Ammendolia, seconded by Eric Peterson to accept the meeting minutes from April 3, 2018 and April 10, 2018.

DISCUSSION: None.

VOTED: Unanimous.

III. Review Open Action Items on Decision Action Log

- Status on negotiations between Town Counsel and abutter to create an agreement to provide up to twenty-five feet along the south side of the Town Hall campus for a length as far back as needed for a second egress for the new police station – Chief Kurczy reported that Town Counsel is still working with the lawyer for the abutter to finalize an agreement. He will inform Town Counsel that the project may be impacted if this isn't completed in the next couple of weeks.
- Request a quote for scoping out drains in former fire station from ADC Septic – Mary stated that the drains are pretty well plugged up and will not be used in the new design so this item will be closed.
- Contact Jeff Jeffers to understand the costs that the state will cover with regards to moving the E911 dispatch equipment. – Mary has been in contact with Jeff and will update the Committee on what the state will cover at a future meeting.

- Provide a cost estimate for installing generators for the Town Hall and former Taft Library. – Kevin Witzell shared a cost estimate with the Committee. The estimate states that upgrading the generator at the new police station to support the entire campus would cost ~\$85K, with the large expense being the trenching to the other two buildings, while installing separate generators for each of the other two buildings would cost ~\$36K. Mike Ammendolia felt that the costs were a little high and asked if he could show the estimate to some of his contractors before we report back to the Selectmen. The Committee agreed to give Mike a couple of weeks to do this.

ACTION: Mike Ammendolia will have the cost estimate for adding generators to the Town Hall campus reviewed by another contractor to determine if the numbers are a little high.

- Write letters to document that an elevator is not need in the new Police Station: 1) Kaestle Boos/ Building Inspector Tim Aicardi, 2) ADA Coordinator Kevin Rudden and 3) Police Chief Dave Kurczy – Letters have been received from Kevin Rudden and Chief Kurczy. The Committee is still awaiting a letter from Tim Aicardi.
- Send information regarding correspondence between the Building Committee and the Board of Health regarding the septic system and water usage to Kevin Rudden. – Don completed this action.
- Contact the other Historic District Commission members to determine if a meeting can be arranged with the Building Committee and Architect. – JP Parnas informed the Committee that there are only four members identified of the seven required for this committee. The Historic District Commission has never met so there is no way to get that group to approve designs for the new police station. JP and Janice Muldoon-Moors were present at the meeting and are two of the commission members. They will participate in design reviews and when other members are appointed they will ensure that the commission does what is required to approve the plans.

#### IV. Invoice Approvals; Chair/OPM Spending Approvals; Budget Update

Joe informed the Committee that an invoice was received from Daedalus Projects, Inc. for \$5000 for OPM services for the month of March.

MOTION: A motion was made by Mike Ammendolia, seconded by Moritz Schmid to approve payment of \$5000 to Daedalus Projects, Inc. for OPM services for the month of March.

DISCUSSION: Don asked if Daedalus could split up its monthly charges between the CPA eligible activities versus the non-CPA eligible activities. Mary said she would

resubmit the invoice with this breakout and will ensure that all future invoices do the same.

VOTED: Unanimous.

V. Project Update

Mary shared a project progress report with the Committee. Borings have been completed and the full geotechnical report is expected by May 2, 2018. A copy of the project budget was also shared. Don asked that Mary update the section where architecture costs are tracked as the percentages of each phase of the project are not accurate.

VI. Review Updated Plans from Kaestle Boos

Kaestle Boos shared updated drawings with the Committee. Kevin Witzell asked if they could get a plan from the Town with respect to how the section of the parking lot that is outside the scope of the Police Station project will be striped so they can understand the parking lot arrangement for the entire Town Hall campus.

ACTION: Ask the Board of Selectmen for their input on how the parking lot outside the scope of the Police Station project will be striped to understand the parking lot arrangement for the entire Town Hall campus. – Don

David McKinley shared information on the water, sewer and electrical connections to the new building, and asked about how the electrical will be fed to the new structure. The Committee explained that it would be preferred if the electrical could be buried on the south side of the building along the access road. It wasn't clear how much space would be available to do this and if any variances would be needed. Mary mentioned that discussions with National Grid have already begun to remove the pole in the center of the parking lot entrance. She will work to assess what will be needed to provide the underground electrical feed on the south side of the building. She'll also work with Chief Kurczy to inform Town Counsel and the abutter about the desire to put the electrical connection on this side of the building, potentially under or adjacent to the access road, to ensure that it gets documented in the agreement currently being developed. David McKinley also explained how the stone retaining wall will line the perimeter of the south and part of the west side of the site. Mary will share this information with the abutter as well to ensure he is satisfied with the design, since the wall will be on his property.

ACTION: Set up a meeting with Kaestle Boos, Town Counsel, Chief Kurczy and the abutter to share information about the electrical feed and the stone retaining wall so it can all be comprehended in the agreement between the Town and the abutter. – Mary

While reviewing the drawings, the Committee asked if the emergency exit door currently shown on the front of the building could be moved to the south side of the building. Kevin agreed to do this. Chief Kurczy also asked if there was any way to

update the lobby to force the public to turn right into the public area of the building and away from the administration side. Moritz provided a couple of ideas how to do this that Kaestle Boos will incorporate. As we're falling a bit behind schedule, Joe suggested that we lock in the layout and only allow minor tweaks so that we can get the project back on track. The Committee agreed.

VII. Request \$50K Earmark from FY18 State Budget

Chief Kurczy informed the Committee that our local legislators had secured \$50K in the FY18 budget for the Police Station Building project and that the money had to be requested prior to the end of the fiscal year (June 30, 2018) or it would be lost. He asked if the Committee wanted to do this or if we were okay with him doing so. The Committee agreed that it would be great if the Chief could secure these funds. Don suggested that Chief Kurczy reach out to Senator Fattman and/or Representative Murray to assist with this effort.

VIII. Name of Future Police Station

Chief Kurczy stated that he had been approached by some Mendon residents about the name of the new police station. He suggested that it be named after former Police Chief Matthew Mantoni, who was killed in the line of duty. The Committee agreed to make this recommendation to the Board of Selectmen, as that board is ultimately responsible for determining the name of the new Police Station.

MOTION: A motion was made by Eric Peterson, seconded by Don Morin to recommend to the Board of Selectmen that they consider naming the new police station after former Police Chief Matthew Mantoni, who was killed in the line of duty.

DISCUSSION: None.

VOTED: Unanimous.

IX. Items Not Reasonably Anticipated 48 Hours Prior to Meeting

Don asked if everyone was familiar with what was in the Historic District Bylaw and suggested that we review it at an upcoming meeting. He agreed to send the bylaw to the committee members for review.

ACTION: Send Mendon Historic District Bylaw verbiage to the Committee members for review at the next meeting. – Don

X. Next Meeting Date, Time and Agenda

The Committee agreed to meet on Wednesday, May 2<sup>nd</sup> at 7:00pm to review the need for an elevator and to review the Mendon Historic District Bylaw. They will meet again on Wednesday May 9<sup>th</sup> to approve minutes, review open action items, to review any invoices that may be received, to get an update on the project from the OPM, and

to get an update from Kaestle Boos regarding design development, survey status, boring update with topographies, mechanical systems status, schedule and cost estimate.

XI. Adjournment

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

DISCUSSION: None.

VOTED: Unanimous.

The meeting adjourned at 8:25 p.m.

Minutes by Don Morin