

Approved May 9 2018

Mendon Police Station Building Committee Meeting  
Former Taft Public Library  
Mendon, MA 01756  
Wednesday, May 2, 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:

Tim Aicardi, Mike Ammendolia, Joe Cronin, Don Morin, JP Parnas, Eric Peterson and Linda Thompson. Police Chief Dave Kurczy arrived at 7:20pm.

Others Present:

Mary Bulso, OPM, Daedalus Projects, Inc.  
Janice Muldoon-Moors, Historic District Commission

II. Approval of Meeting Minutes – April 25, 2018

MOTION: A motion was made by Mike Ammendolia, seconded by Eric Peterson to accept the meeting minutes from April 25, 2018.

DISCUSSION: None.

VOTED: Unanimous.

III. Update on Town Counsel agreement with abutter on easement

Chief Kurczy reached out to Town Administrator Kim Newman for assistance in getting Town Counsel to complete the agreement with the abutter.

IV. Review letters to document that an elevator is not needed in the new Police Station:  
1) Building Inspector Tim Aicardi, 2) ADA Coordinator Kevin Rudden and 3) Police Chief Dave Kurczy. Determine next steps

Tim Aicardi has the letters from Kevin Rudden and Chief Kurczy. He has been in contact with Tom Hopkins, Executive Director of the Architectural Access Board and is finalizing his own letter as Building Inspector to submit to the AAB for a ruling. Tim hopes that the Executive Director can provide a ruling that no elevator is needed without having to go before the entire AAB. Tim asked for a larger set of floor plans to include with the letters and Mary agreed to print some out and drop them off on Friday for Tim. Tim will update the Committee of his progress at the next meeting.

ACTION: Print out floor plans and drop them off with Tim Aicardi to include with his letter to the AAB. – Mary

## V. Review Mendon Historic Bylaw

Chairman Cronin asked if everyone had a chance to review the bylaw sent out by Don and if there were any questions. JP Parnas and Janice Muldoon-Moors are two of only three members of the Historic District Commission and were present at the meeting. Given that there are supposed to be seven members, the Commission has never met and it does not have the authority to approve any plans yet. The Board of Selectmen is supposed to appoint additional members, but it isn't clear when that might happen. Don mentioned that there is a clause in the bylaw that states that the Building Inspector can act on behalf of the Historic District Commission and that we should keep that in mind should we not have a Commission in place to approve building designs down the road.

Janice mentioned that Kathy Schofield informed her that there were some windows that came from the original blacksmith shop that preceded the fire station at that location. If this is accurate, the Historical Commission would like to retain the windows somehow. Committee members informed Janice that the plan is to retain the exact look of the current building but with new energy efficient replacement windows, and that all windows will need to be replaced. Janice suggested retaining the original blacksmith windows and to use them somewhere else within the building. Given that a few Committee members did not think that there were any original blacksmith windows in the current building, the Committee decided to walk over and look at them up close.

After touring the former fire station, the Committee members felt that there are not any original windows in the building that came from the blacksmith shop. Janice will contact Kathy Schofield to ask her about this. Janice shared a picture of the former blacksmith shop and they had windows with a 15 over 15 pattern, while the existing windows have a 12 over 12 pattern, which is going to be retained in the new design. Mary agreed to get information on the windows from Kaestle Boos to share with the Historical Commission.

ACTION: Get plans for the windows to share with the Historical Commission. – Mary

ACTION: Ask Kathy Schofield which windows she thought came from the original blacksmith shop. – Janice

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

Joe informed the Committee that an invoice was received from Kaestle Boos Associates, Inc. for \$18,000 for 25% completion of the Design Development phase of the project.

MOTION: A motion was made by Mike Ammendolia, seconded by Eric Peterson to approve payment of \$18,000 for 25% completion of the Design Development phase of the project.

DISCUSSION: Don asked Mary if she felt this was appropriate, and Mary thought at least 25% of the design development was complete, probably closer to 40%. Mike Ammendolia felt that only 25% was complete and felt comfortable approving this invoice.

VOTED: Unanimous.

Dave Kurczy mentioned that the \$50K earmark that was in the 2018 budget for the Police Station design was received by the town and will be available for use as soon as new account number is set up by the Town Accountant.

## VII. Project Update

Mary shared hard copies of site drawings with elevations and borings depicted. She hopes to get another updated set that shows the property lines next. She also informed the Committee that National Grid is looking into moving the two telephone poles at the front of the Town Hall campus now. She has asked them about installing the new electrical feed for the police station via a trench along the side of the new police station where the access road will reside.

Tim Aicardi asked if Kaestle Boos was documenting how much square footage of southwest facing roof will be available on the new building to comply with the latest federal energy code which tries to allow for potential future solar options. Mary will check into this.

ACTION: Check with Kaestle Boos regarding how much southwest facing roofing will be available for potential future solar use.

## VIII. Items Not Reasonably Anticipated 48 Hours Prior to Meeting

Joe stated that Anne Mazar sent him an email regarding a webinar describing net zero energy designs for municipal construction. The video explains how buildings can be built with extra wall and roof insulation to reduce the HVAC requirements and save on future operating costs. Mary stated that Kaestle Boos is looking into all available energy rebates for the new building and that she would watch the net zero webinar recommended by Anne.

Tim asked if propane was planned for the new building and Joe said that it probably would be used only for the generator, not to heat the building. Mike Ammendolia stated that a couple of electrical contractors that he deals with felt that the estimate we received from Kaestle Boos for potential generators for Town Hall and the former Taft Library was high. He argued that maintaining three generators in the future would cost more than a single larger one. He asked if anyone had the voltage

requirements for the three buildings to get a better estimate and Mary said she would check with Kaeste Boos on this.

**ACTION:** Check into the voltage requirements for the Town Hall, former Taft Library and future Police Station to help with estimating the cost of future generators.  
– Mary

IX. Next Meeting Date, Time and Agenda

The Committee agreed to meet on Wednesday May 9<sup>th</sup> to approve minutes, review open action items, review any invoices that may be received, get an update on the project from the OPM, and get an update from Kaestle Boos regarding design development, survey status, mechanical systems status, schedule and cost estimate.

X. 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 7:58 p.m.

Minutes by Don Morin