

**DRAFT**

Mendon Police Station Building Committee Meeting  
Mendon Town Hall  
Mendon, MA 01756  
Wednesday, May 23, 2018  
7:00 p.m.

I. Call to Order

The meeting was called to order at 7:08 pm by Joe Cronin.

Building Committee Members Present:

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

Others Present:

Mary Bulso, OPM, Daedalus Projects, Inc.  
Mike McKeon, Kevin Witzell, David McKinley, Jackie Rudd, Kaestle Boos Associates, Inc.  
Michelle Sanford, Town Crier

II. Approval of Meeting Minutes – May 9, 2018

MOTION: A motion was made by Mike Ammendolia, seconded by Eric Peterson to accept the meeting minutes from May 9, 2018.

DISCUSSION: None.

VOTED: Unanimous.

III. Review Open Items on Decision Action Log

- Update on Town Counsel agreement with abutter on easement – Chief Kurczy spoke with the abutter recently and saw the latest proposal from Town Counsel that added some questions. Chief Kurczy will contact the Town Administrator and Town Counsel to try to get the agreement completed.
- Follow up with Kim Newman to ask about obtaining the voltage requirements for each of the buildings on Town Hall campus. – Mary sent an email to Kim but received no reply. If we don't hear anything by the next meeting, Joe Cronin suggested that we drop this from our agenda.
- Have cost estimate for adding generators to the Town Hall campus reviewed by another contractor. – Mike Ammendolia will look into this if we get the voltage requirements from the Town Administrator. Mary will also have Daedalus look at this as well, assuming we get the prior action item completed.

- 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. Discuss next steps. – (On hold pending updated design plans.)
- Ask Kathy Schofield for more information regarding windows on former fire station that Kathy believes came from the former blacksmith shop. – Janice Muldoon-Moors wasn't present at the meeting to give an update.
- Get samples of the new windows and siding along with updated designs to review with the existing members of the Historic District Commission. – Kevin Witzell will do this in the future when JP is able to set up a meeting.
- Determine if the Town should look into the cost of running natural gas to the Town Hall campus. – tbd ... will transfer this to the Board of Selectmen
- Contact Alan Tetreault regarding moving unsuitable fill removed from Town Hall campus to behind the Highway Barn. – Chief Kurczy stated that Alan will take the fill but that the contractor will need to move it. Kevin Witzell stated that he will insure that moving the fill is part of the subcontractor's scope of work.

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

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

MOTION: A motion was made by Don Morin, seconded by JP Parnas to approve payment of \$5000 for OPM services for the month of April.

DISCUSSION: Mike asked to look at the invoice, but had no further comment.

VOTED: Unanimous.

Mary asked about the availability of the \$50K earmark that the Town should have recently received from the State. Don stated that he hadn't heard anything from the Town Treasurer so he would reach out to her to ask if a new account had been set up to allocate these funds.

ACTION: Contact the Town Treasurer to ask if a new account number was generated for the \$50K earmark received by the Town from the State. – Don

#### V. Architect Update

Kevin Witzell distributed an updated cost estimate and updated plans to the Committee members. Mike McKeon explained that the recently received geotechnical report identified unsuitable soil that would cost \$300K to have removed and another \$64K for replacement fill under the building. These costs, along with a

list of items that were not included in the conceptual design that Kaestle Boos generated back in the spring of 2017 is driving the project to be \$940K over budget. As a result, additional designs are being pursued. One replaces the second floor of the addition with a basement. This option is \$730K over budget. Kaestle Boos suggested considering a new design that reduces the overall square footage of the new building to less than 7500 square feet to eliminate the need for a sprinkler system. Kaestle Boos will sit down with Mary and Chief Kurczy to work on this new design for presentation to the full Committee at the next meeting.

**ACTION:** Kaestle Boos, Mary and Chief Kurczy will meet on Friday, May 25<sup>th</sup> at 9:30am to develop new plans for a new police station with a reduced footprint.

When discussing this potential new design, Chief Kurczy asked how much money could be saved by not putting in the second egress from the site and potentially doing that sometime later. Kaestle Boos will look into this option when they sit down with Mary and the Chief on Friday.

Dave McKinley asked what the Town Administrator was looking for with regards to a design for the entire campus (parking lot, open space, etc.) and how it would be funded. Mary said she would follow up with Kim on this.

**ACTION:** Follow up with Kim Newman regarding the design of the entire Town Hall campus (parking lot, open space, etc.) and how it would be funded. – Mary

Mary asked if the site survey was completed. Dave McKinley stated that he is expecting it any day now and that he would forward it to Mary when he receives it.

**ACTION:** Send site survey to Mary who will share it with the full Committee. – Dave McKinley

VI. Items Not Reasonably Anticipated 48 Hours Prior to Meeting

None

VII. Next Meeting Date, Time and Agenda

The Committee agreed to meet on June 6<sup>th</sup> to review plans for a new, smaller footprint police station and cost estimate.

VIII. Adjournment

**MOTION:** A motion was made by Eric Peterson, seconded by JP Parnas to adjourn the meeting.

**DISCUSSION:** None.

**VOTED:** Unanimous.

The meeting adjourned at 8:18 p.m.

Minutes by Don Morin