

Approved July 11 2018

Mendon Police Station Building Committee Meeting  
Mendon Town Hall  
Mendon, MA 01756  
Wednesday, June 13, 2018  
7:00 p.m.

I. Call to Order

The meeting was called to order at 7:04 pm by Joe Cronin.

Building Committee Members Present:

Tim Aicardi, Joe Cronin, Police Chief Dave Kurczy, Don Morin, JP Parnas. Linda Thompson arrived at 7:19pm.

Others Present:

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

II. Approval of Meeting Minutes – June 6, 2018

MOTION: A motion was made by Tim Aicardi, seconded by JP Parnas to accept the meeting minutes from June 6, 2018.

DISCUSSION: JP suggested that the wording regarding the potential need for additional money from the Town be changed slightly to reflect that the Committee should ask the Board of Selectmen how they wish to proceed. Don agreed to make the update. Mike McKeon asked if Kaestle Boos could be copied on the minutes. Don agreed to do so.

VOTED: Approved as amended on a unanimous vote

ACTION: Don will copy Mike McKeon and Kevin Witzell on meeting minutes in the future.

III. OPM/Architect Update

Mary Bulso suggested that the Committee consider pursuing an early package for hazardous material removal in the former fire station. The Committee agreed that it made sense to get this moving now.

MOTION: A motion was made by JP Parnas, seconded by Tim Aicardi to direct Mary Bulso to develop an abatement package to remove hazardous materials from the former fire station. Mary will bring the proposal for review and approval at the next meeting.

Mary also shared a one page letter with the Committee outlining the reasons why sending the project out to bid prior to the November election was a good idea. She added that if the Committee had any feedback that they provide it to her via email after the meeting.

Mike McKeon next shared a presentation with the Committee that could be used as a framework for the update to the Mendon Board of Selectmen scheduled for June 18<sup>th</sup>. He shared the history and progress of the project, pictures of Option C, costs for option C, and reasons for the cost increases. He further shared drawings of option E, along with a preliminary Opinion of Probable Cost and project schedule, showing that the bids could be received prior to the November 6, 2018 ballot vote.

During the review Mike acknowledged that the cost for the fire pump and cistern was a miss on the part of Kaestle Boos. Many of the other cost increases were due to market escalations. Joe asked that the item “cleaning brick” be revised to reflect repointing of the brick as well. Mike also added that a lift was incorporated in this new design to support the potential need for a handicapped prisoner to be released on the main level of the building. With regards to the cost slide, Don asked that any “Add Alternates” be included, so that the true project cost could be understood.

After the review, Don shared a presentation that he compiled that mirrored the one presented by Kaestle Boos. Don then shared a copy of his slides with Mike so he could include some of Don’s information into his presentation. Don and Mike agreed to work together to finalize the presentation ahead of the Board of Selectmen’s meeting on Monday, June 18<sup>th</sup>.

#### IV. Review Some Open Action Items on Decision Action Log

- 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 sent Kim a fee proposal for the Mendon Municipal Campus Plan, but has not yet received any response. Don agreed to forward the proposal to the full Committee for their review.

ACTION: Send the fee proposal for the Mendon Municipal Campus Plan to the full Committee. – Don

- Provide a sketch that shows the limits of the unsuitable fill and the total calculated volume that needs to be removed. – Mary stated that she has a sketch and that she would send it to Don for distribution to the full Committee.
- Provide the details behind the cost increase items driving the budget deficit. – Mike McKeon shared this as part of his presentation this evening.
- Distribute site survey to Building Committee – Mary said she has the survey and would send it to Don so he can share it with the full Committee.
- Inquire about filling fire suppression holding tanks via domestic fed water – Mary is still working on this item along with the next one. She has been in contact with

the Mendon Water Commission who stated that the DEP needs to be contacted to make them aware of the change in use of the existing water supply. She stated that she or Kaestle Boos could reach out to the DEP, but the Committee suggested that she let the Water Commission be the liaison with the DEP as they represent the Town for the existing water supply. Joe added that Kevin Rudden was very clear about involving the Water Commission when he attended a meeting back in May.

- Look into the capability of the existing well on Town Hall campus. – Mary is working with the Water Commission on this. See item above.
- Inquire about the ability to put a “not to exceed” number on a town ballot for a debt exclusion request. – Chris Burke will work on this with the Board of Selectmen should they decide to ask the voters for additional funding.

V. Prepare for June 18 Board of Selectmen’s Meeting

The presentation will be finalized by Mike McKeon and Don as mentioned above. Joe stated that he will not be able to attend the meeting and asked Tim Aicardi if he could cover for him. Tim agreed. Don, Chief Kurczy and Linda Thompson all stated that they will also attend, but JP said he wasn’t able to make it. Mary suggested that the Committee post a meeting in case a quorum attends and Don agreed to do so.

**ACTION:** Post a meeting for the Building Committee to attend the Board of Selectmen’s meeting on Monday, June 18<sup>th</sup>. – Don

Don asked if a formal motion needed to be made to recommend proceeding with the new option E instead of option C as that motion was made at the previous meeting. Joe agreed.

**MOTION:** A motion was made by Dave Kurczy, seconded by JP Parnas to recommend that Kaestle Boos proceed with design development of option E.

**DISCUSSION:** None

**VOTED:** Approved on a unanimous vote.

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

Linda stated that there were no invoices to approve.

VII. Items Not Reasonably Anticipated 48 Hours Prior to Meeting

None

VIII. Next Meeting Date, Time and Agenda

The next meeting date, time and agenda will be determined after the presentation to the Board of Selectmen on June 18<sup>th</sup>.

IX. Adjournment

MOTION: A motion was made by Linda Thompson, seconded by JP Parnas to adjourn the meeting.

DISCUSSION: None.

VOTED: Approved on a unanimous vote.

The meeting adjourned at 8:39 p.m.

Minutes by Don Morin