

Approved January 25, 2017

Mendon Police Station Building Committee Meeting
Mendon Town Hall
Mendon, MA 01756
Tuesday, December 13, 2016
7:00 p.m.

I. Call to Order

The meeting was called to order at 7:05 pm by Joe Cronin.

Building Committee Members Present:

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

Others Present:

Chris Burke and Mark Reil, Mendon Board of Selectmen
David Kurczy, Mendon Police Chief
Dick Skinner, Mendon Resident
Mary Bulso, Lamoureux-Pagano Associates
Christian Yapor, Milford Daily News

II. Approval of Meeting Minutes – November 29, 2016

MOTION: A motion was made by Linda Thompson, seconded by Eric Peterson to accept the meeting minutes from November 29, 2016.

DISCUSSION: Moritz Schmid stated that he read the minutes and they looked okay to him but since he wasn't present at the meeting so he would abstain from approving them.

VOTED: Unanimous, with Moritz Schmid abstaining as he wasn't in attendance at the meeting.

III. Review/Update Open Action Items

1. Update from Mary Bulso on the police station construction conference in Dallas, TX she attended November 9-11. – Mary

- Mary provided the Committee with a binder containing the handouts from the conference and also a typed up summary of the things she took away from the meeting.
- Two of her key take-aways were: 1) policing is becoming more community based, and that all new stations she toured had flexible space for community use when not being used for official police business, and 2) stations are being built to serve as emergency operations centers (EOC) in the event of a disaster. These EOC's can either be dedicated for official business use or shared space to double as community or training space.
- Mary suggested that the Committee visit other stations to see what other towns are doing, and recommended that the station be

constructed to support the way the town wants the police department to work in the future, not how things are being done today.

- She highlighted that rules for handling evidence are getting more complex. For example, new stations will have storage containers with Faraday shields for electronic evidence to prevent the information on cell phones from getting deleted.
- She mentioned how stations are including comfortable seating in interview rooms which can be used with children, battered women, etc. to allow for a calming effect during an interview.
- Locker room space is getting larger to support body armor, separate space for boots, an area for washers and dryers, etc., and some lockers have ventilation and drying capability, while others come with sanitizing capabilities.
- Some stations are making their holding cells “flexible” to be used for male or female use, depending on the needs of the day. Also, some stations make it easy to see separate holding cells for males, females or juveniles from a single central command area.
- Visual lighting (red, yellow, green) is being used to alert other personnel when assistance may be needed, e.g. if the light is red a dispatcher may some help as they are on the phone but a patron has entered seeking help.
- Mary warned that we shouldn’t share any spending numbers publicly until we get solid cost estimates in hand.
- Chris asked Mary what she thought was the most important things she took away from the conference and she said that the officers’ needs have to be taken into account first, sally ports are becoming a lot more elaborate now, and she recommends that a strong mechanical consultant be involved with the project.
- Mary added that interrogation rooms are typically independent from the rest of the building, and they are exhausted out due to concerns with the unknowns that a person may enter the building with.
- Mary stated that it is typically difficult to garner community support for funding, so it is critical to move towards community policing, with more public interaction within the facility. Also, lots of communication about the requirements for a new station will be needed to educate voters.
- The notes and pictures that Mary shared are included here:



Police facility



Police facility

planning notes from planning pictures for

2. Contact Greg Carell to ask if any substantial updates to the cost estimate from June 2015 to complete the Morrison Drive “shell” are needed. It is

important to have the hard and soft costs separated in any estimate that is received. – Joe

- Joe reviewed the documents from Greg Carell and shared the following information with regards to the cost estimates for completing the existing “shell” on Morrison Drive: the project budget draft from June 4, 2015 shows a cost of \$3,364,703 to complete the work. Joe added \$24K to redo the underground plumbing, \$15K for new garage doors, a 5% escalation for 2017 and a 5% escalation for 2018, resulting in an approximate cost of \$3.75M. Given that the work already completed is valued at about \$750K, the total cost would be \$4.5M.
- The cost estimate information is contained in these two documents:



Mendon Project

Budget 060815 - by CConstruction Estimate -



Preliminary

- When discussing the building, Chris mentioned that the cost estimate sufficiently met all the needs of the department at the time based on input from the former Police Chief, but acknowledged that work will need to be done to redesign the interior of the building to make it work better for today’s needs.
- Chris went on to say that he wanted to be sure that the Committee was meeting the needs of the department and not trying to fit into a 7000 square foot building just to avoid the need for a sprinkler system. Joe cautioned that a sprinkler system would be very expensive, especially with the lack of a public water supply which would drive the need for underground water storage tanks. Chris said that he has experience with this and they aren’t that expensive.
- Don stated that it would be difficult to determine the needs of the existing department without first documenting the space that the department is currently using for each functional area and listing which is adequate and which is inadequate to properly determine how much is really needed. Chief Kurczy stated that he could put this information together and would work with Don to compile the information. Once this is done, the Chief can work with Chris to see how the space needs could be laid out in the existing “shell”.

ACTION: Compile a spreadsheet containing a list of all the space currently being occupied by the Mendon Police Department and add a column stating how much is actually needed to meet the needs of the department both today and into the future. – Dave/Don

- Dave added that the flow through the building is important, and the current layout of the Morrison Drive “shell” doesn’t have a good

flow. Mark added that from his visits to the stations in Nantucket and Uxbridge the community space is accessible separately from the police station. He suggested we tour the Uxbridge station to see how their station is laid out.

3. Contact Kim Newman to update her on the committee's work and to ask her how to proceed with an analysis of adding a police station to the existing Town Hall campus study work either to build new or renovate the old fire station. – Don

- Don explained that he met with Kim on November 30th and they contacted the group that put together the original Town Hall Campus Study (CBI Consulting Inc.) to ask if they could do some additional work generating site plans and a cost estimate for the two options the Committee is considering.
- A proposal from CBI was received, and it will provide civil engineering work, site plan renderings and cost estimates for two separate options at a total cost of \$9900.
- The proposal is attached here:



16P424 Agreement
for Consulting Service

- Chris Burke thought that this price was high for the amount of work we were receiving, and agreed to take the estimate to a future Board of Selectmen meeting and discuss how best to proceed. He stated that Kim has been successful in the past with negotiating with vendors to achieve lower pricing.

ACTION: Discuss the proposal for civil engineering, site plans and cost estimates from CBI Consulting, Inc. at a future Board of Selectmen meeting.
Chris/Mark

- Don informed the Selectmen that the work will take about six weeks so the Committee's work to rate and rank the options will be delayed awaiting the cost estimate for these two options. The Selectmen said that they would discuss upcoming meeting dates at their meeting on the 15th.
4. Obtain cost information and drawings for Bellingham Police Station. – Dave
 - Dave stated that he has received drawings of the Bellingham Police Station from Chief Daigle and that he would share them with the Committee. He has not yet received cost information, but said that he would follow up on this, potentially reaching out to the architect for this information if necessary.

IV. Discuss Pros and Cons and Rate & Rank the Three Potential Sites for the New Police Station and Discuss Next Steps

Moritz stated that given all that he has heard he felt that the Morrison Drive option would make it much more difficult to achieve community policing due to the building's location. Given that we do not have any cost information for the two options on the Town Hall Campus, the Committee really cannot move forward with rating and ranking the remaining three options until this information is received.

With regards to the Morrison Drive site, Joe asked about the possibility of putting up a lighted sign across the street at the Highway Department to alert folks of the location of the existing Fire Station on Morrison Drive. Others felt that it was a shame that there is currently no sign or street lights along Morrison Drive to indicate the presence of the Fire Station. Joe asked Dick Skinner how much a street light would cost and Dick said that a solar powered street light costs a few hundred dollars. Chris said that he would look into adding a sign and lighting for the existing Fire Station on Morrison Drive.

ACTION: Talk with Alan Tetreault about adding a sign and lighting along Morrison Drive to alert folks of the presence of the current Mendon Fire Station. – Chris

V. Items Not Reasonably Anticipated 48 Hours Prior to Meeting

None

VI. Next Meeting Date, Time and Agenda

Given that the Committee only has a cost estimate for one of the remaining three options for a police station location, the next meeting will not be scheduled until the cost estimates for the two options on the Town Hall Campus are received. It is likely that these won't be available until February. In the absence of these cost estimates, the Committee thought it would be best to try to get a tour of other police stations in the area. Dave agreed to try to set up a tour of the Uxbridge or Millis station. Eric stated that it only made sense to look at stations that would be comparable to what we would be looking to build, not one that would be far too expensive. Dave thought Uxbridge would be a good one that met this criterion and agreed to try to set up a tour. It was suggested that it be on a Wednesday night.

ACTION: Set up a tour of the Uxbridge police station on an upcoming Wednesday night. – Dave

VII. Adjournment

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

DISCUSSION: None.

VOTED: Unanimous.

The meeting adjourned at 8:25 p.m.

Minutes by Don Morin