

Approved February 8, 2017

Mendon Police Station Building Committee Meeting
Mendon Police Station Conference Room
Mendon, MA 01756
Wednesday, January 25, 2017
6:15 p.m.

I. Meet at Mendon Town Hall to Car Pool to Uxbridge Police Station

Chris Burke, Dave Kurczy, Don Morin, Kim Newman, Eric Peterson, Mark Reil and Linda Thompson met at the Mendon Police Station and took three vehicles over to the Bellingham Police Station for a tour. Tim Aicardi and Moritz Schmid met the group at the Uxbridge Police Station, as did Michelle Sanford, Staff Reporter from the Town Crier. While Michelle was present for the tour, she did not join the group for the meeting back at the Mendon Police Station after the tour.

II. Tour of Uxbridge Police Station

Uxbridge Police Sergeant David Bergeron provided a tour of the Uxbridge Police Station to Tim Aicardi, Chris Burke, Dave Kurczy, Don Morin, Kim Newman, Eric Peterson, Mark Reil, Moritz Schmid and Linda Thompson. At the end of the tour Chris Burke asked Sergeant Bergeron what he felt were the biggest positives with the station and the biggest drawbacks. The Sergeant listed the following items that he felt were deficient at the Uxbridge station: the evidence should be on the first floor, don't undersize your evidence space, build a 3-4 bay Sally Port and/or adjacent shed for equipment storage, ensure you have an easily accessible exit door for released prisoners, and ensure you have bullet proof glass and secure protection for the dispatchers. As for the positive items, the training room was very valuable, you can't have enough white boards for writing down case information, it is nice for the Chief to have access to all employees on the first floor, and the location of the building is central in town and has easy access to all major routes (route 16, 122, 146) to be able to get anywhere in town quickly.

III. Call to Order

After the tour, the group returned to Mendon and the meeting was called to order at the Mendon Police Station at 7:41 pm by Tim Aicardi.

Building Committee Members Present:

Tim Aicardi, Don Morin, Eric Peterson, Moritz Schmid, Linda Thompson

Others Present:

Chris Burke and Mark Reil, Mendon Board of Selectmen
David Kurczy, Mendon Police Chief
Kim Newman, Mendon Town Administrator

IV. Approval of Meeting Minutes – December 13, 2016

MOTION: A motion was made by Moritz Schmid, seconded by Eric Peterson to accept the meeting minutes from December 13, 2016.

DISCUSSION: None.

VOTED: Unanimous.

V. Review/Update Open Action Items

1. Obtain cost information and drawings for Bellingham Police Station – Dave

Dave has been unable to get the drawings for the Bellingham Police Station as the Bellingham Police Chief says he doesn't have them in soft-copy. Tim Aicardi stated that he should be able to obtain a copy of the plans and would do so.

2. 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

Don and Dave shared the file that they created that lists the square footage of all the space currently being occupied. The total space is approximately 4150 square feet. Tim asked if this included space used for storage at the Fire Station for things like the ATV. Dave stated that this was not included but it was probably the only thing left off the list. A copy of the document is included here.



Mendon Police
Station Current Space

Dave mentioned that he received a Preliminary Space Needs Assessment from Kaestle Boos Associates, Inc. through the assistance of Mary Bulso from Lamoureux Pagano Associates at no cost to the town. Dave asked for guidance on how to proceed with this and Chris suggested that they were probably just trying to show an interest in the project because they may want to be considered in the future and that Dave should just thank them for their services. Dave agreed to do this. A copy of the assessment is included here.



Space Needs
Program_1.0.pdf

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

Chris stated that he spoke with Steve Watchorn from CBI and asked that he revise the original proposal to remove the work from the landscape architect and the need to do a presentation to the town. This should save about \$3000 or more from the

original proposal of \$9900. Chris hopes to receive the proposal by the end of this week so it can be discussed at next week's Board of Selectmen's meeting on January 31st. If it is not received by then, Kim stated that the BOS could discuss it at their meeting on February 6th or they could approve a "not to exceed" number at their meeting on the 31st.

4. 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

Chris stated that he has not done this yet. Mark Reil stated that a street light at the end of Morrison Drive was out and should be repaired. Don suggested that we remove this from our list of items to track since it wasn't related to the Police Station Building Committee charter and others agreed.

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

The group took the tour at the start of this meeting so this item is closed.

VI. Next Steps for Police Station Building Committee

The Board of Selectmen will be meeting on January 31st to discuss securing funding for the cost estimates for the two options on the Town Hall Campus. Once the cost estimates are received, the Building Committee will need to compare them with the cost of finishing the shell on Morrison Drive, and will also have to vet the following items: understand what land may need to be acquired adjacent to the Town Hall Campus to make either of the two center of town options feasible, obtain DEP approval if any modifications to the capacity of the sewer waste line are needed, comprehend if any public water supply issues may exist, and fully understand future expansion opportunities for all three of the remaining options.

VII. Items Not Reasonably Anticipated 48 Hours Prior to Meeting

None

VIII. Next Meeting Date, Time and Agenda

Given that the Board of Selectmen will be meeting to discuss the request for funding to obtain cost estimates for the two options on the Town Hall Campus, Don agreed to post a meeting for the Building Committee to attend the Board of Selectmen's meeting on January 31st. Once the timing on receipt of the cost estimates is known, a subsequent meeting will be posted.

IX. 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 8:09 p.m.

Minutes by Don Morin