



Building Committee

Building Committee Meeting Minutes
 Thursday, January 31, 2013 @ 8:00 a.m.
 Caucus Hall Conference Room at the Provincetown Town Hall
 Called to Order: 8:04 a.m.

Membership:

P	E	U	Name
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tom Coen, Chair
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rick Murray, Vice Chair (via telephone)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Don Murphy
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Kevin Shea
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Leif Hamnquist
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sheila McGuinness, Alt. <input type="checkbox"/> Voting

(Note: P = Present E = Excused U = Unexcused)

These minutes are in brief format.

This meeting was filmed by Provincetown TV

Also Present:	
Jeff Jaran, Chief of Police	Richard Waldo, DPW Deputy Dir.
Tom Donegan, Fin. Comm. Chair	David Gardner, Asst. Town Mgr.
Paul Kelly	Michael McKeon, Kaestle Boos
Russ Braun, Bldg. Commissioner	

Order of Business:

1. Minutes of prior meetings. (Votes will be taken).
2. Discussion of Kaestle Boos updated plans and estimates. (Votes may be taken).
3. Continued discussion regarding the Committee's report and recommendations to the Board of Selectmen and Town voters. (Votes may be taken).
4. Preparation for the February 4th joint meeting with the Board of Selectmen.
5. Continued discussion regarding communication with voters. (Votes may be taken).
6. Updates to the Committee's plans, as necessary. (Votes may be taken).
7. Public Statements - five minutes maximum; Committee members may or may not respond to Public Statements.
8. Other - Other matters that may legally come before the committee not known at the time of posting. (Votes may be taken).

1. Minutes of prior meetings. (Votes will be taken.)

Don suggested slight change to minutes.

Motion # 1: To approve the minutes to include Don’s revisions of January 17, 2013.			
Motion By: Don		Second By: Kevin	
For: 3	Against:	Abstain: 1	Recuse:

2. Discussion of Kaestle Boos updated plans and estimates. (Votes may be taken).

Discussion was done with Michael McKeon via teleconference.

Building Design

Discussed newest version of plans. Chief’s office location was changed slightly; separation of chief’s office and conference room was done with a back exit. Chief and Kevin discussed dispatch area and placement of monitors and furniture in terms of public window. Committee agrees that all requirements have been met.

Site Plan

Architect also did site plan in rendered form and showed additional parking and broke down cost. Material to make extra parking would be used instead of being hauled off so it would be less money. Don concerned about showing anything but police station. Architect suggested a dotted line to show phase 1 and phase 2. Architect will gray out DPW site design and resend revised version.

Costs

- Architect reviewed cost paperwork. It’s rounded to the nearest hundredth
- Committee does not want more confusion by backing out 30K etc for DPW since it has to be done for police station regardless.
- Direct construction cost is \$301 but when you add in finishes it would be closer to \$350.
- Architect explained all break down of figures and compared them to RLB.
- Codes on left are standard CSI format.

- Question was raised about cost of waterproofing rooftop parking area to architect. He will talk to estimator about this and see where it is reflected. He will follow up with committee on that.
- Owners costs are out of pocket to town outside of building cost and site cost.
- Communications equipment includes radios, consoles and antenna. Tom would like to have someone designated for this cost area. Chief thinks Barnstable County techs normally provide this and is unsure if contracted out or a service they provide. Architect will find out what Harwich did. Chief suggested we have Chief Mason talk to committee since he offered to do so and we could pick his brain about this. Tom thinks this would be helpful.
- Printing and misc – these costs have decreased over the years.
- Don asked about contingency costs. Contingency covers things up to the bid process. After bid that number is zero.
- It was asked what cost estimator's track record was for coming close to exact costs of projects. Architect says they are pretty good. They are largest estimator in the world. Russ suggests getting a list of projects that these estimators have done and where their costs came in at. Architect thinks he can get a hold of that information. Town hall came in at or below project budget because there was a healthy contingency built into budget which was about 10% or 11% so Russ does not think that 5% is unreasonable.

DPW issues

Rich asked about demolishing and removal of the parking department storage. Was any consideration given to where that is going to go? Architect will have to check on that. Would renting a portable storage space during construction be possible? It needs a solution.

Rich would like to know that this is a Phase project because it will cause a lot of disruption for his department and it will be tough for he and his department support it because they will lose half of their space. There needs to be some consideration for Phase II down the road. Site plan is misleading as drawn because where is everything for highway garage going to be placed? Kevin asked Rich for a list of impacts. David said there was a conceptual initial site plan for phases.

3. Continued discussion regarding the Committee's report and recommendations to the Board of Selectmen and Town voters. (Votes may be taken).

Still being worked on.

4. Preparation for the February 4th joint meeting with the Board of Selectmen.

Tom discussed preparing a memo to BOS before meeting.

5. Continued discussion regarding communication with voters. (Votes may be taken).

None.

6. Updates to Committee's plans, as necessary.

Additional meeting set for Thursday, February 7, 2013 @ 8:00 am.

7. Public Statements - five minutes maximum; Committee members may or may not respond to Public Statements.

Paul Kelly: Concerned that this has become a regional facility instead of building built for Provincetown. Do we have a backup plan if it doesn't pass? Has anyone thought about the cost of the taxpayer? He is the face of the taxpayer.

Don: He responds to question of whether this will pass...his experience has been and has resulted in by definition of the town meeting process is by giving them a choice. The choice is to choose whether to support it or not to support it. He trusts the process of town meeting enough to propose what we have done. They can choose to support it or not. We did what we did to the best of our ability and will present to them and does not think it is a good idea to second guess what the townspeople will do.

Kevin: He responds that we started with a plan of 17,000 sq ft; by looking at requirements, what other towns have and what we have, we saw what was out there. We pared plan down to 14,800. All pieces of project were examined very carefully. Committee went through requirements for each room meticulously. Need to do a facility that is going to work for future. Money that was budgeted was saved by using design architect already prepared instead of starting from blank slate.

Paul: It is perceived as a facility that is bigger than needed.

Kevin: Other towns were faced with this as well and they are all a lot larger. One issue is temporary housing if we did a tear down and the price of same. Another problem is taking property off of tax rolls.

Don: Hears what Paul is saying and summarizes that it all comes down to a cost issue.

Tom: As a committee we are aware of all of the challenges and what the public is saying and it is a hard thing to balance.

Chief: Wants to point out that current site is not enough space to rebuild on. Also, points out that it is in a 100-year flood zone. He personally just saw what Long Island went through with Hurricane Sandy and most of that area was a 100-year flood zone. We are talking about carefully choosing where we are putting a police department for the future and it's a very important piece.

Don: Building could be raised but when it floods you would need to get to the building...that is problem.

Paul: Facility is perceived larger than what it needs to be and just wants some sort of compromise.

8. Other - Other matters that may legally come before the committee not known at the time of posting.

None.

List of documents reviewed:

1. *Draft meeting minutes*
2. *Updated building and site plans*

Next Meeting:	February 7, 2013 @ 8:00 a.m.
Adjourn:	10:45 a.m.
Minutes by:	Paige Perry

Approved by  on February 14, 2013
Thomas Coen, Chair