



# Building Committee

Building Committee Meeting Minutes  
 Wednesday, August 28<sup>th</sup>, 2013 @ 5:00 pm  
 Judge Welsh Room at the Provincetown Town Hall  
 Called to Order: 5:00pm

**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	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Don Murphy	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Kevin Shea	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Leif Hamnquist	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sheila McGuinness, Alt.	<input checked="" type="checkbox"/> Voting (arr. 5:05)

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

*These minutes are in brief format.*

*This meeting was filmed by Provincetown TV*

<b>Also Present:</b>	
<i>(No other town officials present).</i>	

<p><b>Order of Business:</b></p> <ol style="list-style-type: none"> <li>1. Public Statements - five minutes maximum. Committee members may or may not respond to Public Statements. (Votes may be taken).</li> <li>2. Recap of the joint visit to the Chatham police station with the Board of Selectmen on August 1<sup>st</sup>. (Votes may be taken).</li> <li>3. Preparation for the Committee's joint workshop with the Board of Selectmen on September 17<sup>th</sup> regarding the police station requirements, including possible involvement by the architects, Kaestle Boos, and any costs related thereto. (Votes may be taken).</li> <li>4. Update and discussion of articles related to building a new police station that may be brought forward at the October 21<sup>st</sup> Special Town Meeting, including the</li> </ol>
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possible purchase of the VFW site as a location for a new police station; other possible uses of the site; and costs related to moving the project forward. (Votes may be taken).

5. Minutes of prior meetings. (Votes will be taken).
6. Other - Other matters that may legally come before the Committee not known at the time of posting. (Votes may be taken).

**1. Public Statements**

*(None – no members of the public were present).*

**6. Other (taken out of order)**

Tom passed around a printout of a small portion of the FEMA flood map of the West End, including the Brown St., Shank Painter Rd. and Court St. area. It shows that the base flood elevation for the area is 9 feet, although the specific elevation for a given site would have to be determined by an engineer. On the full map, you can see that the flood zone extends from Province Lands Road through a series of wetlands to Shank Painter Pond and beyond.

Don noted that F.A. Days experienced a 4 foot flood years ago but, as Rick noted, that site is at a lower elevation than the current police station. Tom will send out a copy of the full map. It is very large (36” x 26”), so you need to zoom in to see the detail.

**5. Minutes (taken out of order)**

The Committee reviewed the minutes of its June 12<sup>th</sup> meeting.

**Motion # 1:** To approve the minutes of the Committee’s June 12<sup>th</sup> meeting.

Motion By: Rick Murray

Second By: Don Murphy

For: 4

Against: 0

Abstain: 1

Recuse:

## **2. Recap of the Chatham police station visit with the Board of Selectmen**

Kevin and Tom attended Chatham police station visit. All of the Board of Selectmen attended. Tom recapped some of the findings:

- Our second visit yielded some new information.
- The walls were fabricated off site and assembled on the building site, resulting in building cost savings.
- The building is so tight that moisture condensed throughout the building during the power failures we experienced during the summer. The generator was insufficient to power the air conditioning system and most of the windows don't open.
- The finishing materials and furniture are simple and off the shelf, compared to Harwich.
- There are six jail cells.
- Roll call room, reporting and mail areas are all separate to reduce distractions.
- They also looked at combining roll call and EOC, but determined that the uses and access requirements are not compatible.

Overall, the visit went very well.

## **3. Preparation for the joint workshop with the Board of Selectmen regarding the police station requirements.**

At the BoS' most recent meeting they approved a \$25K change order to the Kaestle BooS contract to continue the design work. Michael McKeon (K&B) will attend the Sept 17 workshop. The Chief Mason from Harwich has also been invited to join us, as he volunteered to do earlier.

The Committee agreed to use the latest design for the Race Point Road site as the basis for the discussion of the requirements with the BoS. Tom will make sure that everyone has the latest version of the schematic design.

Rick: With the Race Point Road site off the table, our objective is to agree with the BoS on the requirements for the VFW site. The VFW site is flatter

and less challenging than the Race Point Road site. The latest version includes the changes we requested for the top level.

Tom suggested included two additional documents in the packet:

- Police accreditation check list.
- The original program requirements that K&B put together based on staff interviews. The original square footage was much higher.

Rick: We need the square footage of the Chatham building. Chatham has similar demographics and built a new police station for \$5.3M a few years ago. It's up to the BoS to determine / agree on the requirements – what can be added, removed, etc. Regionalization possibilities should also be taken into account. We need to give them all the information they need to make a decision. Potentially, we can bring the cost down considerably.

Don: Our role is to listen, listen, listen! The BoS' job is to make a decision regarding the direction going forward. We can help guide them.

Rick: the political requirements need to be taken into consideration. We've done a lot of good work. We need to give the BoS' our recommendations. The meeting is for the benefit of the BoS and we are there to support them. It was critical for the BoS to do the police station visits to provide them with the background knowledge.

#### **4. Police station related articles for the October 21<sup>st</sup> Special Town Meeting.**

We haven't seen anything yet, but there may be an article to purchase the VFW site, possibly for multiple uses, including affordable housing. We don't know yet what the BoS' intentions are.

The warrant closes 3 days after our joint workshop. Completing a deal is time critical due to VFW's financial challenges.

Don commented that we need to know the outcome of the joint meeting before we know exactly how to proceed.

## 6. Other (continued)

Tom noted that he had applied for, and been appointed to, the Adhoc Charter Review Committee by the Board of Selectmen on Monday night.

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### **List of documents reviewed:**

- 1. Draft minutes of the June 12<sup>th</sup> meeting.*
- 2. West End FEMA Flood Map (portion)*

Next Meeting:	Wednesday, September 11 <sup>th</sup> @ 5:00 pm
Adjourn:	5:45 pm
Minutes by:	Tom Coen

Approved by  on June 17, 2014  
Thomas Coen, Chair