



# Building Committee

Building Committee Meeting Minutes  
Tuesday, June 17, 2014  
Caucus Room at the Provincetown Town Hall  
Called to Order: 5:00 pm

### Membership:

<b>P</b>	<b>E</b>	<b>U</b>	<b>Name</b>	
<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 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 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*

<b>Also Present:</b>	
Jim Golden, Acting Chief of Police	
David Gardner, Acting Town Mgr.	
Susan Leonard, Recording Secretary	

<b>Order of Business:</b>
1. Public Statements (Committee Members may, or may not respond)
2. Review of cost comparisons of the three prior police station project proposals. (Votes may be taken)
3. Outline the content of the Committee's next status report for the Board of Selectmen. (Votes may be taken)
4. Minutes of prior meetings, as time permits. (Votes may be taken)

5. Other – Other matters that may legally come before the Committee not known at the time of posting. (Votes may be taken)

### **Topic 1 - Public Statements**

None. There were no members of the public present.

*Before proceeding with the rest of the agenda*, Mr. Coen, Chair announced that Leif Hamnquist has recently been named Permit Coordinator for the Town. He has resigned from the Zoning Board; however he is still a member of the Building Committee. Mr. Coen has discussed this with Asst./Acting Town Manager David Gardner and Mr. Hamnquist. Until the time that building permits may become necessary, he can continue as a Committee member. Leif has checked with the State Ethics Board on the issue and will be filing paperwork. Mr. Murray thought it was important to have a written decision.

### **Topic 2 - Review Cost Comparisons of the Three Prior Police Station Project Proposals**

Mr. Coen distributed a comprehensive spread-sheet detailing the costs of the three Police Station proposals that have been under discussion.

Mr. Murphy suggested that the Committee give the Board of Selectmen a CD of the meetings at which the Police Station was discussed so that the newly elected selectmen can familiarize themselves with the various issues. Mr. Coen thought it would be beneficial if the Committee did a walk-through again with the new Selectmen at the previously visited police stations. Ms. McGuinness agreed that this should be done. Mr. Murray thinks the Committee should extend an invitation to the Board of Selectmen to meet for an update.

Mr. Coen continued the discussion of the overall costs of the three iterations of the proposed Police Station plans. Since the original January 2012 plan for the Race Road site, for the Police Station portion only, to the October 2013 proposed plan at Jerome Smith Road there is a decrease in cost from \$9.7 million to \$7.56 million. Mr. Shea thinks that 5% contingency is insufficient

and wants to see the contingency raised to 10% on all three proposals. Mr. Murray suggested that an additional column be added to the spread-sheet to show the effect of a projected 3.5% inflation rate over the course of the next 12 to 24 months.

**Topic 3 - Outline of the Committee’s Next Status Report for the Board of Selectmen**

Mr. Coen thinks it would be beneficial to provide the newly configured Board of Selectmen a brief history of the proposed Police Station project, the iterations requested by the previous board, the initiation of the Building Committee in June 2012 and its subsequent meetings with the Board. He would then invite the Board of Selectmen to a workshop, invite them to do site visits of other Cape police stations and perhaps meet with the Chatham Chief of Police.

Mr. Coen would also like to emphasize findings from the MOPC that indicate “liability” issues. Mr. Shea agreed that the building is a liability. Mr. Shea would also like to invite the Finance Committee to visit the other police facilities. Mr. Murphy is of the opinion that it is the Selectmen who should invite the Finance Committee; it is within their official capacity.

Mr. Coen stressed that ultimately it is the Committee’s job to report to the Selectmen. He will send a draft letter for “comment only”. Mr. Murray wants to include in the letter that the Committee was charged with reducing the proposed structure by 500 square feet and was able to eliminate 1000 square feet and has also addressed the question of affordable housing.

**Topic 4 - Minutes of Prior Meetings, as time permits**

Motion #: I move to approve the minutes of August 28, 2014.			
Motion By: Rick Murray		Second By: Sheila McGuinness	
For: 5	Against: 0	Abstain: 1	Recuse:

Motion #2: I move to approve the minutes of September 24, 2014.			
Motion By: Sheila McGuinness		Second By: Don Murphy	
For: 4	Against: 0	Abstain: 2	Recuse:

Motion #3: I move to approve the minutes of October 8, 2014.			
Motion By: Rick Murray		Second By: Sheila McGuinness	
For: 5	Against: 0	Abstain: 1	Recuse:

Motion #4: I move to approve the minutes of March 20, 2014.			
Motion By: Rick Murray		Second By: Leif Hamnquist	
For: 5	Against: 0	Abstain: 1	Recuse:

Motion #5: I move to approve the minutes of April 7, 2014.			
Motion By: Leif Hamnquist		Second By: Rick Murray	
For: 5	Against: 0	Abstain: 1	Recuse:

### **Topic 5 - Other – Other Matters That May Legally Come Before the Committee Not Known at the Time of Posting**

Mr. Coen mentioned that in a discussion with the Finance Director, the Finance Director mentioned that he was instructed to plug in the amount of \$4.5 million for projected capital improvements for the Police Station. He asked for an official number from the Building Committee.

Mr. Murphy raised the question of whose responsibility it will be to review the affordable housing. Will it be the Building Committee?

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**List of documents reviewed:**

- 1. Draft cost Comparisons of the three prior police station project proposals.*

Next Meeting:	TBD
Adjourn:	5:50 pm
Minutes by:	Susan Leonard

Approved by  on October 27, 2014  
Thomas Coen, Chair