



Building Committee

Building Committee Meeting Minutes

December 13, 2012 @ 8:00 a.m.

Caucus Hall Conference Room at the Provincetown Town Hall

Called to Order: 8:07 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 (<i>Present via conf. call</i>)
<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 checked="" 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

Also Present:	
Jeff D. Jaran, Chief of Police	Sharon Lynn, Town Manager
Richard Waldo, DPW Deputy Dir.	Russ Braun, Bldg. Commissioner

- ### Order of Business:
1. Minutes of prior meetings. (Votes will be taken).
 2. Discuss the Board of Selectmen's vote to site the new Police Station at 24 Race Point Road, any other issues relating to the site, and if/ how to incorporate the requirements of the DPW / Highway Maintenance Facility into the project. (Votes may be taken).
 3. Review the schematic designs of the Police Station, with a focus on the upper level, and any new information received from the architects regarding the size and costs of the project. (Votes may be taken).
 4. Updates to the Committee's plans, as necessary. (Votes may be taken).

- 5. Public Statements - five minutes maximum; Committee members may or may not respond to Public Statements.
- 6. 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.)

Sheila suggests some additions to minutes of meeting with BOS. Sheila will email them to Tom. He, in turn, will email revisions to Vernon which would be voted on at the next BOS meeting.

Motion #1: To accept the meeting minutes of December 3, 2012 as amended and forward to the BOS for acceptance.			
Motion By: Don		Second By: Rick	
For: Tom, Don, Rick & Sheila	Against: 0	Abstain: Leif & Kevin	Recuse: 0

Motion #2: To approve the Building Committee meeting minutes of November 29, 2012, with Sheila’s revisions.			
Motion By: Don		Second By: Kevin	
For: Tom, Don, Rick, Kevin & Leif	Against: 0	Abstain: 0	Recuse: 0

2. Discuss the Board of Selectmen’s vote to site the new Police Station at 24 Race Point Road, any other issues relating to the site, and if how to incorporate the requirements of the DPW / Highway Maintenance Facility into the project. (Votes may be taken).

Don presented a memo he prepared to Building Committee, Chief Jaran and TM to organize his thoughts. It discusses success and hard work so far of committee and what lies ahead and the need to stay focused on the Police Station project. This memo also has a worksheet attached.

Sheila would like to wrestle with the Highway Garage site’s pros and cons so there is a consensus in order to go ahead and articulate it thoroughly to public. Need to have full discussion regarding DPW site. She has a few concerns: 1) Wetlands next to DPW site; 2) location is listed as a “slosh” zone; 3) Study done on Conwell St and was

recommended safety improvements for a reconfiguration of the intersection which it may not be part of what is on the table here but could be an incremental project expense.

Kevin: Process of elimination was done for other town owned sites. He is not certain that there is another town owned site we can look at. Agrees there are some issues with this property. If BOS says they do not want to go out and buy other sites, we need to go ahead with their recommendation.

Don: Wants to look at what it takes to put a building on that lot. Wants to know what public is articulating to us about the requirements of what they are looking for.

Sharon: The Town looked into the DRI project at intersection and Cape Cod Commission input will be required eventually.

Rick: He thinks we did a good job finalizing the requirements and goal going to BOS was to find out whether we should move forward on private sites which BOS does not want to do. With regard to Sheila's issues with DPW site, he says that there is no perfect site in Provincetown and agrees there might be a slight issue with wetlands. Rick thinks goal of today's meeting is to make a formal recommendation on the DPW site.

Don is not ready to do that today. He wants to eliminate issues of a flood zone completely before going forward.

Kevin: Flood zone is based on site elevation. Thinks quite a bit of the cost is because it will need to be filled in and when it is it will be above flood elevation.

Tom: DPW site is in a 500-year flood zone on FEMA map. If there were flooding it would be from ocean side. Also, if we were to be hit (largest ever to hit was Cat 3) probable damage would be mostly from wind. Highest flood level recorded was 10 feet in 1978. Tom has a lot of information on this. He would like talk with architects to find out what their understanding is regarding the wetland area and how they are planning to address it.

Kevin's understanding is that if you fill in some wetland area, you can create an alternative wetland area to make up for that.

Rick asked if Building Department has a topography plan and Russ stated they do not. Leif suggested that the architects would have one and Rich Waldo positively agreed. Kevin would like to obtain this plan and have for committee to review.

Tom asked Sharon about the status of any study for intersection. She suggested that committee meet with the Cape Cod Commission to discuss concerns. Rich Waldo added

that there is currently a potential grant that the NPS is working on to redo the intersection with respect to the bike path since they contacted Rich for the DPW's input on same.

Kevin: Does not want to minimize safety concerns for this intersection.

Tom: Wants to broaden thought to include Conwell Street and traffic concerns on that street.

Don: doesn't think we need to take ownership of intersection but we just need to know what incremental expense there may be.

Russ: There is a housing proposal at in that vicinity and other potential projects going on and it wouldn't only be the police station that could have an impact on that intersection.

Russ suggested finding out estimated cost of fill alone. This may also answer questions regarding other sites that are out there. Tom agrees it would be a good idea. Tom reviewed breakdown of figures that were previously given. Russ said the site costs also include drainage, sewer and underground electrical. Tom also reviewed previously proposed phases of construction.

3. Review the schematic designs of the Police Station, with a focus on the upper level, and any new information received from the architects regarding the size and costs of the project. (Votes may be taken).

Tom suggests that a lot of circulation space is still there in all versions.

Sheila questioned whether the dormer would be bringing light into the vestibule only and not the administrative area.

Don questioned whether there is a requirement for a separate women's and men's restroom on third floor or can there be one unisex bathroom.

Chief pointed out that other people in building will be coming up to use bathrooms because employees will probably not be using the public bathrooms.

All agree two bathrooms are fine.

Don would like to see change in conference room off of Chief's office which is relative to a manager's office and it seems to be an extension of chief's office instead of conference room. He thinks it should be separated. Chief agrees for noise separation as well. Kevin likes October 25th setup where access to chief's office from public is better.

Also, it uses less floor space for circulation. Kevin suggests the storage space could be expanded somewhat for future storage under roofline. Don suggests copy room have half wall but committee does not necessarily agree because of supply storage and copying of confidential paperwork. Committee agrees that October 25th design fits best. Kevin says dormers and elevation need some work and needs more discussion with architects. Don was wondering about solar. Kevin would not design building based on solar and it could be added later. It does not necessarily need to be added to roof. Leif agrees that there could be a better array put on property instead of on roof. It does not necessarily have to be on roof since it has to be facing in a certain position.

4. Updates to the Committee's plans, as necessary. (Votes may be taken).

Tom and Chief think that it would be good idea to have architects come to next meeting to answer questions we are grappling with. As well as meeting with the CC Commission to discuss wetlands, slosh and intersection.

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

None.

6. Other - Other matters that may legally come before the committee not known at the time of posting. (Votes may be taken).

None.

List of documents reviewed:

- 1. Draft minutes of November 29th and December 3rd*
- 2. Alternative schematic designs of the upper level of the Police Station*

Next Meeting:	January 3, 2013
Adjourn:	10:27 a.m.
Minutes by:	Paige Perry

Approved by  on January 6, 2013
Thomas Coen, Chair