

# Police Facility Building Committee

August 23, 2017 4:30pm

## Minutes

Bourne Town Hall Lower Conference Room  
45 Perry Avenue  
Bourne, MA 02532

### Agenda:

1. **Meeting called to order** at 4:30pm by Chair Noyes
2. **Attendance:** Members present: Chairman Noyes; Vice-chairman Stanley Andrews; Dusty Meier; John Redman; Donald Pickard; Jerry Ellis; John O'Brien; Dick White (alt.); Chief Dennis Woodside; Det. Sgt. John Stowe. Also present Keith Mercy of Kaestle Boos and Michael Rausch of the Bourne Enterprise. Mr. Rausch was recording the meeting. Joseph Sullivan of Kaestle Boos joined the meeting via conference call. Also attending Wes Ewell of the Wastewater Committee and Peter Meier of the Board of Selectmen.
3. **Update on floor plan and Mass DOT meeting:** Chief Woodside discussed ongoing changes to stairway layout. Final design will not change program areas within building. Also briefed on meeting with MassDOT regarding access from By-Pass
4. **Update from OPM on project schedule and budget:** (via phone) Mr. Sullivan gave a brief update and Chief Woodside mentioned refinements to the drawings provided to the committee at last week's meeting. The issue was the location of the staircase on the lower level. Joseph Sullivan said this change must be noted before design cost documents to avoid additional expense. Mr. Sullivan and Mr. Mercy are expected to attend next committee meeting. Mr. Andrews asked Chief Woodside if this will meet his needs now and allow for potential expansion in future years. Chief Woodside answered in the affirmative. Wastewater's Wes Ewell advised that the siting of the new Police Station might infringe on their proposed plant, Committee members indicated that the siting had already been changed to accommodate the proposed wastewater facility. Selectman Pickard said the Wastewater Committee is to be formed by Town Administrator and that the committee needs to get this done and follow charge. Mr. Ewell said contract for Wastewater OPM will be signed August 29, 2017 and ready to go September 6, 2017. Weston & Sampson should have schematic design; they should attend our next meeting to update the committee. OPM Joe Sullivan updated members regarding the project schedule. Stressed need to finalize building layout and proceed to design development to keep schedule. Site survey needed for MassDOT permit needs to occur sooner than later. Vote to be placed on next meeting's agenda
5. **Update from Kaestle Boos Associates- Keith Mercy:** Kaestle Boos (Mr. Mercy) will work on the roof lines. Mass Highway, Kaestle Boos, Daedalus Projects and Weston & Sampson have advised there are no access issues. There will be costs for survey and access bypass. Should have sufficient funds budgeted in initial cost proposal. Chief Woodside updated the committee on his activities since our last meeting. There was additional discussion on the Sally Port and second floor build-out. There will just be a shell (roof/floor/sheet rock). Stanley Andrews stated we'll need accelerated meeting schedules to keep timelines current.

6. **Members Comments:** Mr. Andrews reiterated wanting GANTT Chart to follow progress and any delays on timelines. Mr. O'Brien expressed his frustration with outside delays.
7. **Next meeting:** The next meeting will be held on August 30th at the Bourne Town Hall lower conference room at 4:30 PM
8. **Motion to adjourn:** Mr. Meier moved adjournment; seconded by Mr. Andrews. Unanimous vote. The meeting adjourned at 5:20 PM.

Charles K Noyes, Chair

Accepted: September 13, 2017