

Police Facility Building Committee

July 12, 2017 4:30pm

Minutes

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

Agenda:

- 1. Meeting called to order** Chairman Noyes called the meeting of the Police Facility Building Committee to order at 4:30 PM on July 12, 2017.
- 1. Attendance:** Chairman Noyes; Vice-chairman Stanley Andrews; Dusty Meier; John Redman; Donald Pickard; Chief Martin Greene (ret.); Jerry Ellis; John O'Brien; Dick White (alt.); Chief Dennis Woodside; Det. Sgt. John Stowe. Also present Joseph Sullivan of Daedalus Projects (OPM) and Michael Rausch of the Bourne Enterprise. Neither Mr. Rausch nor Chairman Noyes were recording the meeting
- 2. Acceptance of Minutes; May 10, 2017 and May 22, 2017:** Motion to accept minutes of May 10th as written made by Mr. Meier, seconded by Mr. Greene. No further discussion, unanimous vote to approve by members present. Minutes of May 22, 2017, discussion held and correction made to reflect Motion to Adjourn was made by Mr. Greene and seconded by Mr. Redman. No further corrections or comments, motion to accept as corrected made by Mr. Andrews, seconded by Mr. Picard, unanimous vote to accept by members present.
- 3. Floor Plan update:** Chief Woodside reported that he and his staff identified approximately twenty one items that they would like to change concerning the layout of the proposed station. These changes were the result of numerous site visits to other newly constructed police facilities within Massachusetts. None of the changes represent dramatic change in the layout, but merely represent requests to improve the flow of personnel and tasks within the building. Two follow up meetings with representatives of Kaestle-Boos have resulted in incorporation of most of the requests and work continue on "fine tuning" the remaining items. A meeting is scheduled for July 20th to review these other requests. Progress prints of the floor designs were displayed and commented on by the members.
- 4. Update by Joe Sullivan, OPM:** Joseph Sullivan of Daedalus Projects updated the committee on his activities since our last meeting. In his update he mentioned that he has meet with Keith Mercy of Kaestle Boos who will represent them in this phase of the project. He will be meeting with him again on July 20, 2017 and will update the committee on July 27th. He and Chief Woodside discussed some modifications in the dispatch, IT and sergeant's room, and

indicated that we wanted future expansion and better flow. Mr. Andrews discussed power and emergency back-up. Mr. Sullivan concurred with Mr. Andrews comments.

5. **Members Comments:** Mr. Redman noted that we are behind the projected schedule provided by Kaestle Boos in their original plan. Mr. Sullivan was assured this was not because of his activity. Mr. Sullivan also indicated that this ay work in the town's interest when bidding the project from firms seeding new work is unsuccessful in other bids. Mr. Andrews asked that Daedalus provide the committee with a GANTT chart including schedules, milestones, etc. so the committee can track the projects progress and determine that we are staying on schedule. Mr. Sullivan also stated that the committee should see all invoices after he reviewed them for payment prior to submission.
6. **Next meeting:** Next meeting scheduled for July 27, 2017 at 4:30pm
7. **Motion to adjourn:** Mr. Meier moved adjournment; seconded by Mr. Andrews. Unanimous vote. The meeting adjourned at 5:07 PM