

Town of Bourne Facility Building Committee Minutes Meeting Minutes

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

November 15, 2017

1. **Meeting called to order:** Chairman Noyes called the meeting of the Police Facility Building Committee to order at 4:30 PM on November 15, 2017.
2. **Members present:** Chairman Noyes; Jerry Ellis; Dusty Meier; John O'Brien; Martin Greene; Don Picard, Dick White (alt); Chief Woodside; Lt. Brandon Esip; Det. Sgt. John Stowe. Excused Mr. Redman, Mr. Andrews. Also present Keith Mercy, of Kaestle Boos; Joe Sullivan OPM, Peter Meier MJ Mastrangelo, and Paul Gately, Bourne Courier.
3. **Building layout update:** Chief Woodside briefed members on the revisions to the floor plan for each of the building's levels. Prepared copies were distributed by Mr. Mercy of KBA. Discussion was held regarding minor changes to room assignments and square footage that were requested after police review. Only major change was to move the main entrance from by-pass side to the side facing the armory. This was requested to allow for better space usage in the main entry/lobby area. After approximately a half hour discussion, Mr. Ellis made a motion to endorse and accept the floor plan as presented for the development of construction documents. Motion seconded by Mr. Greene. All members voted to accept.
4. **Future Building space (Add Alternate):** As requested by the committee in the last meeting, Chief Woodside presented information and reasoning for consideration of proposing an Add/Alternate option for finishing the second floor. A copy of the police department's memo on this subject is attached with these minutes and had been distributed to members prior to the meeting. Mr. Meier raised the question of whether consideration had been given to having another town department, such as the DNR using part of the new police station. After discussion it was generally agreed that the committee was not charged to explore multi-agency use of the police facility, and we would not pursue the subject. A motion was made by Mr. Picard, and seconded by Mr. Ellis, to accept the recommendation of the police chief and the police department not to include the rough in finishing of the second floor in the police facility project. All members voted to accept.
5. **Owners Project Manager Update- Joe Sullivan:** Mr. Sullivan reported that several coordination meetings between KBA and Weston and Sampson regarding the project and interaction with the wastewater project. Also resolved was that the police facility would require only a 150Kw generator, and it would only be for police department operation. The wastewater plant would require their own separate generator. The site has been marked to designate the one hundred

foot buffer between the neighborhood and the police site. Keith Mercy also advised that preliminary submission has been prepared for MassDOT and will be sent in later this week. Contact has been made with the Bourne Planning Board and the Bourne Fire department regarding their requirements.

6. **Committee members task assignments:** The Chair asked members to take on several task assignments for the new facility. OPM Joe Sullivan explained the timeline and process for each of the assignments. Task members signed on as follows:
 - a. Pre-Qualification bidders review: Mr. Greene, Mr. Andrews, and Mr. Meier.
 - b. Bid Review: Mr. Andrews, Mr. Picard, Mr. White
 - c. Interior finishing: Mr. O'Brien, Lt Esip, Sgt Stowe
7. **Members' comments:** None further
8. **Setting of next meeting:** No meeting date set, to be determined.
9. **Adjourn:** Mr. O'Brien moved adjournment; seconded by Mr. Meier. Unanimous vote, the meeting adjourned at 5:25 PM.

Accepted: March 22, 2018