

# Police Facility Building Committee

September 6, 2016 4:30pm

## Minutes

### Agenda:

1. **Meeting called to order** at 4:30pm by Chair Noyes
2. **Members present:** Charles Noyes; Stanley Andrews; John Redman, Dusty Meier; Dennis Woodside, Martin Greene, Donald Picard, Thomas Guerino, Jerry Ellis. Absent- John O'Brien, Richard White. Also present Lt. Brandon Esip, Det Sgt John Stowe, and Kevin Witzell of Kaestle Boos. Michael Rausch, Bourne Enterprise
3. **Site Layout update.** Kevin Witzell distributed new site layout drawings. New drawing reflected changes made by committee at previous meeting, to include realignment of storage building, gas island, movement of building further away from leaching bed, additional parking. Question of Mass Highway and the By-Pass will not be addressed by MassDOT until we poise formal request to them after successful of approval of project by the Town. Discussion within committee members all agreed to accept as drawn. Motion made to accept as layout made by M. Greene, seconded by J. Ellis. Unanimous yes by members present.
4. **Public awareness.**
  - a. Discussion held regarding process to answer questions received via website. Decision that Chief Woodside and Charles Noyes will formulate answers for email response. Any questions received that are likely to be asked again will be submitted to the FAQ page of the website.
  - b. Public information presentation materials will be prepared by Kaestle Boos to include the floorplans and the site layout. These drawings to be mounted on easel size display boards and will include two (2) sets. John Stowe reported that he and Brandon Esip have been working on the content for a pamphlet and information cards similar to those used for the DPW project.
  - c. Chief Woodside reported that the police department has been conducting open house tours of the current station in recent weeks, most recently last evening (9/5/16). The PD will also be conducting a live YouTube tour later this week.
  - d. Committee members discussed a schedule for public presentations.
5. **Budget.** Discussion held regarding presentation of proposed budget this morning to Capital Outlay committee. Budget of \$17,609,545 was reviewed, discussed and accepted by Capital Outlay. Discussion held on individual line items within approved budget not funded enough, these lines could be adjusted as necessary without changing bottom line.
6. **Next meeting** set for September 14th, 4:30pm at the DPW Conference room
7. **Motion to adjourn** made at 5:15pm by Stanley Andrews, seconded by John Redman. Unanimous approval by members.

Prepared by Charles Noyes

