



**Wellfleet Police Station Building Committee**  
**Minutes of June 13, 2016**  
**Wellfleet Fire Station Training Room**

**Present:** Harry Terkanian, Davis Walters, Lt. Michael Hurley, Jay Horowitz, Hugh Guilderson, Sean Donoghue, Chief Fisetto. Also attending: Daniel Hoort, Rick Pomroy, Pomroy Associates, Zack Silvia and Mike Fortunato, Kaestle Boos.

Mr. Terkanian called the meeting to order at 6:30 PM

1. Minutes: Motion by Mr. Fisetto, seconded by Mr. Guilderson, to approve the meeting minutes of May 12, 2016. Adopted 7 – 0.
2. Design Update. Design Development is 100% complete. Copies were sent to the cost estimators on June 10, 2016. A full sized set was available for public inspection and will be delivered to the Library. Possible finish levels were discussed. The recently completed Chatham Fire Station was cited as an example and had been toured by Mr. Terkanian on June 10<sup>th</sup>. A presentation on possible finish alternatives will be scheduled for a future meeting. Mr. Horowitz offered some suggestions on building trim. A milestone schedule for the project between now and bidding was requested.
3. The May 31, 2016 presentation to the Selectmen and Finance Committee was reviewed, including a review of comments about the choice of exterior siding. Mr. Walter asked if there would be a rain screen behind the siding. The comment about stairs to the lower parking lot was discussed and concern was expressed that this would be an additional cost item. Questions about commissioning were also reviewed and it was noted that the estimated cost is about \$14,000 and is not in the budget. Comments about the size of proposed trim were discussed. It was noted that this is a subjective issue.
4. Project Budget and Design Development Estimate Update. No update, cost estimates are expected in time for the June 30, 2016 project team meeting.
5. Temporary facility. The project team meeting discussion was reviewed. A concept for trailer rental was presented incorporating two trailers. Attempts are being made to avoid custom built trailers which would significantly increase the cost. The current two trailer concept is probably not sufficient. A shipping container is proposed for storage of non volatile records. Mr. Guilderson asked if moving costs were in the project budget. Yes, there is an allowance in the budget and will be included in the cost estimate. Parking would be a t-base surfaced lot which would remain for additional school parking. Interior trailer layout is still being planned.
6. Project Schedule update. A variance request for a waiver of the elevator requirement will be submitted to the Mass. Architectural Access Board on June 14<sup>th</sup>. Generally, the MAAB meets on alternate Mondays and takes two weeks to act. Current schedule has bid documents released on September 2, 2016, filed sub bids by September 23, general contractor bids by October 7, bid review completed by October 20 in preparation for a selectmen's meeting on October 25<sup>th</sup>, Special town meeting warrant posting on November 1<sup>st</sup> for a meeting on November 15<sup>th</sup> and a debt exclusion vote on November 29<sup>th</sup>.
7. Permitting and Entitlements update. The designer and OPM will attempt to meet with the Building Inspector this week. Title 5 variances are likely to be needed and title 5 design may be impacted by decisions on the kennel. The designer is waiting for the engineer on this.
8. Project web site. A mockup of the site has been done. A Town point of contact is needed. The site can be linked to from the Town web site. Discussion of who should receive and answer any queries generated from the web site. Suggested distribution was to the designer, OPM and Police

Chief. Suggested content includes: plans, elevations, cost estimates, calendar, FAQ, meeting minutes. Possible July launch.

9. Third Party Consultants. No report.

10. Project action log was reviewed. No critical events at present.

11. Discussion of possible status presentation to the Board of Selectmen and Finance Committee on July 12<sup>th</sup>. (Note: Both the Finance Committee and Selectmen will be meeting on July 12<sup>th</sup>, at the June 14<sup>th</sup> Selectmen's meeting they expressed a preference for July 26<sup>th</sup> instead.

12. Upcoming meetings: June 30, 2016 Project Meeting @ 4 PM, July 11, 2016 Project meeting at 4 PM and Building Committee meeting at 6:30 PM all at the Fire Station training room.

13. Future Concerns. None.

14. Adjournment. Motion by Mr. Fissette, seconded by Mr. Guilderson to adjourn. Adopted 7 – 0.

Meeting adjourned at 7:30 PM

Respectfully submitted,

Harry Sarkis Terkanian, Town Administrator

### **<sup>1</sup> Public Record Documents**

1. Desing development plans
2. Project log