



**Wellfleet Police Station Building Committee  
Minutes of August 29, 2016  
Wellfleet Fire Station Training Room**

**Present:** Jay Horowitz, Hugh Guilderson, Lt. Michael Hurley, Harry Terkanian, Chief Ron Fisette

**Regrets:** Sean Donoghue, Davis Walters

**Also present:** ATA Brian Carlson, Rick Pomroy (Pomroy Associates), Todd Costa and Kristen Smith (Kaestle Boos Associates)

Harry Terkanian called the meeting to order at 4:00 PM.

Minutes of August 15, 2016 were reviewed. On motion of Mr. Fisette, seconded by Mr. Guilderson, the minutes were approved with corrections by a vote of 4 – 0.

Town Administrator Dan Hoot joins the meeting.

Kristen Smith presented interior finish recommendations. The presentation showed a simple, neutral color scheme. Flooring and wall covering recommendations were presented. Flooring will be rubber tile, chosen for durability and minimal care requirements. Limited carpeting using industrial grade carpeting was recommended for locker rooms. The choice of sheet vs. tile flooring was discussed with the recommendation being for sheet flooring based on the small spaces involved. Detention area floors will be epoxy flooring. Plastic wall covering and crash rails recommended. Ceiling will be acoustic tile. Doors will be wood in metal frames with sidelights for office spaces. A blind spot in the lobby was noted, but the blind area will be visible in dispatch via CCTV. Colors can be identified in the contract docs and the general contractor will be required to provide submittals.

Architect's report:

Mr. Costa noted that the general contractor will be required to license a construction management software system. This will shorten the time for responding to change orders, submittals, shop drawings, etc.

Mr. Costa also reported on the Mass. Architectural Access Board's ("MAAB") reconsideration and subsequent denial of the elevator variance request. Alternatives include a chair lift or a limited use residential elevator; both have costs associated with them. After discussion it was agreed to carry an allowance in the contract documents should the decision stand. A number of contract issues were discussed including whether a change order could be negotiated prior to contract award.

On motion of Mr. Guilderson, seconded by Mr. Fisette, it was voted to authorize a request for an adjudicatory hearing before the full MAAB board (5 – 0).

Mr. Pomroy presented a design and project update:

- A. Status of geotech issues. No resolution yet.
- B. Web site status. Authorization to proceed voted on August 15th.
- C. BER's (electrical engineer's) comments on power surges. Still open.
- D. Move management. Decision still pending. Consensus is that the move should be done outside the general contract with an allowance.
- E. Phones. Vendor recommends underground cabling. OPM and architect believe that overhead is less expensive and will revisit with phone vendor.
- F. Radio Communications. County cost estimate for temporary facility is in hand. Station costs pending.
- G. Antenna removal. Confirmation in hand that no Town departments are using the tower so it and its base can be removed.
- H. Emergency generator for temporary facility. Cost of leased vs. purchase still being investigated. Procurement will be done outside general contract.

- I. Load letters and authorization to utilities. BER to provide. Not expected to be an issue as load will be similar to current load.
- J. Security procurements in general contract or outside. Consensus at August 22 meeting was to procure these outside the construction contract so a vendor can be chosen who can connect with other access controlled buildings in Town such as the school and Council on Aging building.
- K. Temporary facility septic design. Question of tight tank vs. conventional system still being evaluated by civil engineer.
- L. Legal notice for bidding. Reviewed, changed the time a contractor must hold the bid from 45 to 60 days.
- M. Issue that demo specs include two layers of roofing to be removed. Confirmed.

Bidding schedule reviewed. No changes noted other than a possible advancement of the special town election from November 29 to November 16 is under discussion with the Town Clerk. Tentative presentation of bid results to the Board of Selectmen at the Board's October 25 meeting.

Action log review:

- #17. Phone systems. Outstanding, Pomroy to follow up.
- #19. Building security, radio, communications and IT. Meeting held August 22, 2016.
- #21. Meetings with utilities to firm up service. BER to issue load letter.
- #23. Furnishings. Kristen Smith and Police Department to continue working on this.
- #24. Grants. Only possibility is from the USDA.
- #32. Move requirements. Working with the PD on this.
- #34. Confirm commissioning spec. Believed to be complete, architect to confirm.
- #35. Temporary septic. Being evaluated by civil engineer.
- #36. Quality Control review. Architect's response to comments pending.
- #38. Dispatch consoles for new facility. Pending specs for communications equipment.
- #40. Geotech issues for vestibule. Architect to follow with civil engineer.
- #41. Power quality issues. Still pending comments from BER.
- #42. General Contractor contract. Issues remain to be resolved with town counsel.

Web site content discussion. Mr. Guilderson asked if progress photos could be posted. They can.

Future Concerns. None.

On motion of Mr. Fisette, seconded by Mr. Guilderson, the meeting was adjourned at 5:53 PM

Respectfully submitted,

Harry Sarkis Terkanian, Chair

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

- 1. Interior finish display panel
- 2. Notice of elevator variance denial
- 3. Project log updated August 15, 2016