

PERMANENT BUILDING COMMITTEE
Minutes - October 3, 2013

Present: CoChairs Michael Melnick and Elaine Jones, Craig Blake, William Braun, Gifford Perry, John Porter, and Tom Joyner. Also present: Facilities Director James Kelly.

The meeting was opened at 7:30 p.m. at the DPW.

Minutes: It was voted to approve the September 26, 2013 minutes as amended.

Police Headquarters Design Project Present: Architect Gregory Carell, Civil Engineer William Murray; Police Chief Scott Nix; Owner's Project Manager Neil Joyce, CMS; Sudbury Housing Authority representatives Kaffee Kang and Steven Swanger and a Musketahquid resident.

Mr. Murray presented various site concepts for discussion and indicated the 200' riverfront line established after the wetland delineation. Mr. Murray advised that the Town can build within the buffer area but must make improvements. In both schemes 6 and 8 the building (cell side) is used as a retaining wall along the driveway access to Musketahquid Village thus reducing cost. These schemes both allow emergency access for the Police Dept. at the midpoint of the drive. In schemes 7 and 9 the cell side of the building is at the west and staff parking is between the Fire and Police buildings and the driveway to Musketahquid allowing access closer to Hudson Rd. After further discussion involving parking requirements, the PBC indicated its preference for development of scheme 10 which combines elements of schemes 7 and 9. This scheme allows emergency access to the driveway to Musketahquid at a lower point but eliminates the drive across the front of the building.

Mr. Kelly noted that DPW Director Bill Place was willing to do the retaining wall if desired in order to reduce the project cost. Because of the timing, the Committee concluded that it wouldn't make sense to involve him noting that the Contractor would be required to do all structural work.

In response to comments from SHA representatives and Musketahquid resident, Chief Nix reiterated that the driveway to Musketahquid could not be curved and the straight moderately graded drive would, in fact, be safer. Chief Nix explained that Police emergency access would have a minor impact on the driveway and that any issue would be addressed with the SHA and, if necessary, resolved administratively. It was noted that streetlights, a sidewalk, and a railing along the retaining wall would be provided for the driveway.

Mr. Murray indicated that he expects to have the grading shown on the plan by the next meeting (10/17) and that a septic application cannot be made until the design is finalized.

The Health Director will be inspecting the current system and will advise as to its potential for expansion. Mr. Murray will refine parking requirements with the Chief and Mr. Kelly.

After the conclusion of the Police Headquarters agenda item, members were informed by Mr. Melnick that he had met with Mr. Carell on Monday to discuss his fee proposal and negotiated

an agreement on the Phase II and the Phase III architectural fees, as follows: Phase II – \$388,910 made up of Basic Fee \$349,310 with additional services in the amount of \$39,600 (Technology \$22,500; Permitting \$15,100; Fixtures, Furnishings and Equipment (FF&E) \$2,000), with no charge for commissioning and borings; Phase III – \$221,090 made up of Basic Fee \$188,090 with additional services in the amount of \$33,000 (Technology \$15,000; FF&E \$18,000). The fee for Phase II and Phase III including additional services totals \$610,000. The PBC members voted to accept the \$537,400 basic services amount with approval of the additional services to be based on receipt of an appropriate scope.

Meeting Schedule Several PBC members will be visiting the Hopkinton Police Station, a two-story building, on Monday. The meeting schedule for October 7 was cancelled and there will be no meeting on October 10. The next meeting is scheduled for October 17 with Architect Greg Carell and Mr. Murray.

There being no further business, the meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Elaine L. Jones