

PERMANENT BUILDING COMMITTEE
Minutes September 26, 2013

Present: Co-Chairs Michael Melnick, Craig Blake, Gifford Perry and Tom Joyner. Also present: Facilities Director James Kelly; Greg Carrell, Neil Joyce, Bill Murray, Police Chief Scot Nix. In attendance from the audience were Andy MacEntee and Sudbury Housing Authority member Kaffee Kang.

The meeting was called to order at 7:30 p.m. in the DPW Conference Room.

Police Headquarters Design Project Present: Architect Gregory Carrell; William Murray, P.E., Places Associates; Owner's Project Manager (OPM) Neil Joyce, Construction Monitoring Services (CMS). An introduction was made for all members. Discussions were robust regarding wetlands and interpretation and classification of the adjoining stream. Is it a river or stream or some other classification. Actual determination will be decided when 5 days of continuous observation of the drainage ditch to determine there is no water movement. The set back requirements from this stream could be 100 or 200' depending on classification. Once this is determined locating the septic system for the Police station will be finalized. There are many options of locating the septic system, including adding on to the Fire Station septic system, building a new one or adding onto the existing Musketahquid Village system located uphill for the Police Station site

Discussion also centered on the driveway access to the new Police Station. Sharing the driveway with Musketahquid Vilage was one of the most likely scenarios, the connection location into the Police Station depends on parking and actual building location. Ms. Kang noted her concern over a drive shared by Musketahquid and the Police Department. Sharing the driveway with the Fire Station was ruled out due to safety.

Place Associates will propose another option titled option #7 that explores the possibility of moving the Police Station to be parallel to the driveway and utilizing the foundation wall of the building as a retaining wall so this could reduce the amount of the proposed site retaining wall for parking thus saving money.

Parking was discussed on the amount of spaces needed. Place Associates noted that parking was designed to maximize the lot. Jim Kelly questioned if approx 88 parking spaces were needed. It was agreed by all a study to determine how many is actually needed based on visitors, people working at the station, shift change, and normal use. The potential number of people in the large conference room, which could number almost 50 people combined with normal everyday use could influence and raise actual parking spaces needed. Ms. Kang stated that Musketahquid would not have an issue with a periodic event that required parking along the drive if the resulting site plan with less parking was seen as beneficial to Musketahquid.

Meeting Schedule The next meeting is October 3, to review option #7 design. Next meeting after that is October 10th.

Meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Gifford Perry