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JA Brown

Meeting Minutes – September 7, 2017

A meeting of the Police Sub-Committee was held on Thursday, September 7, 2017, at the Council on Aging, 227 Chace Road, East Freetown. Present: Chairman Lisa Pacheco, Mark Fornaciari, Chief Carlton Abbott, Benjamin Levesque, Mary Rezendes Brown, Charles Sullivan Robert Jose, Paul Sadeck and new Town Administrator David DeManche. Also present: Taylor MacDonald and Rick Pomroy of Pomroy Associates (PA), and Andy Digiammo of Compass Group Associates (CGA). The meeting was recorded by by FREECAM.

The meeting was called to order at 5:35pm by Chairman Pacheco. She introduces new Town Administrator David DeManche, who is attending his first Police Sub-Committee meeting tonight, then turns the meeting over to Mr. MacDonald.

Mr. MacDonald says PA has received a proposal from Langone & Associates to perform a radio system review that includes a propagation study. This study/review will benefit the police department, the fire department and the highway department. Police, fire and dpw. Will look at vendor quotes, communication systems, meet with departments, prepare diagrams and recommend the best system for all those sites to bring them up to standards. PA has utilized Langone for three projects so far, and the cost is actually a little less for this project than previous instances at \$9,000. Chief Abbott gives a background on the radio problems in town. This study will tell us what we need to overcome these problems. Mr. MacDonald says going this route over going with a specific vendor right away is that the specific vendor will push their product, this will determine what products would be best. There is actually cost savings doing this now. Chief Abbott says if we do this now, it will benefit the Town even if the new police station doesn't go forward, as the findings from the study can be utilized even if they have to remain in the old station. Ms. Pacheco says that since this is for more than just the police station project, there could be a funding issue. Mr. Jose suggests that there could be a separate article just for this, to address that issue. Mr. Sadeck thinks this should be separate from the whole project, and just be a separate article by itself. Ms. Pacheco agrees, since the way it is currently presented, it cannot be paid for with existing money. This would be an article for the October Special Town Meeting and Chief Abbott will put the article together.

VOTE: Motion (Fornaciari/Jose) to put the study and radio system review as a warrant article for the next Special Town Meeting, passed unanimously.

The meeting is turned over to Mr. Digiammo to give an update on where CGA is since the last meeting. He's made the requested changes to the floor plan from last meeting. He has engaged the civil engineer on the project, due to the extensive topography issues involved with the project. Mr. Digiammo's goal is to get an estimate based on the schematic design as his next step.

Mr. Digiammo goes through the changes to the floorplan he's made. Around 500 square feet has been removed from the overall floorplan by some slight reconfiguring, mostly in the command area, but relationships and room sizes remain relatively unchanged. He's spoken to the programmer about the changes, who only had an issue with where the break room is located; he feels strongly that it should be

located near the roll call room, not near the sergeant's office. After a discussion, the police department members on the sub-committee prefer their changes to the programmer's. Chief Abbott also suggests eliminating the door between the detective's office and the meeting room. Mr. Digiammo's new floor plan is at roughly 12,900 square feet currently. Mr. Digiammo has also added a kennel space for the K-9 unit, located near the sally port area.

Mr. Pomroy notes there is no central file storage, instead spread out in multiple places. Mr. Digiammo says he went by the programming. Mr. Pomroy says he wants to make sure there's enough space for the required storage and access. Mr. Digiammo suggests getting a count on the number of files that need to be accommodated. Chief Abbott says that with more files being stored digitally now, the amount of file storage the station currently has is probably sufficient. He notes there are also the old files the department currently has that go back to the 1970s, but those can go into storage in the attic, so they aren't really a concern. Discussion is also held about converting the two coat closets in the floor plan to EOC storage and a secure police entrance to the public meeting room.

Mr. Jose expresses concern that if the community room is occupied, you'll have co-mingling with police matters. Chief Abbott sees the other entrances and exits being utilized for all police department matters, like prisoner release and such. He does foresee instances of "characters" entering and being present in the main lobby while there are meetings occurring, however, which would have to be dealt with.

Moving to the second level, the attic space, Mr. DiGiammo highlights expansion space which is both full height and partial height. He cautions that paper storage gets real heavy real fast, which can be problematic on a second floor. He walks the committee through the groundplan. The only change he did not make from the last meeting is opening the fitness room to the corridor, as the air change codes are different for fitness rooms, so that wouldn't make sense.

Mr. Digiammo speaks to the framing and construction of the building; the detention area is an indestructible shell, the remaining building is a wood frame construction. 5 structural bays throughout the building with steel girders.

Mr. Digiammo has included solar panels in his renderings. Chief Abbott asks if it's best cost-wise to build them at the beginning, or build it so that it can accommodate them in the future. Mr. Digiammo says we can figure that out and find the best answer at a later time, but we plan the infrastructure for it now.

In terms of square footage, Mr. Digiammo says it is 3,200 sq. ft. of finished space upstairs, which brings us to 16,200 sq. ft. for the station. He says there is around 400 sq. ft of redundancy in the second level that could be eliminated, so we are near the wheelhouse of 15,500 sq. ft. He doesn't think it would cost too much extra to finish the extra storage space, but that can be addressed later. Mr. Pomroy and Mr. Digiammo discuss the cost of the auxiliary impound space being a part of the building versus being in the detached auxiliary storage building. Mr. Digiammo believes that the costs would be similar, but is developing both buildings at the same time to figure that out. You also have to take into account heating the auxiliary building as well. Moving auxiliary storage to the separate building would put the station at 17,315 sq. ft. according to Mr. Macdonald's calculations. Mr. Pomroy hinks Mr. Digiammo is actually just below the program, due to the second floor concept.

VOTE: Motion (Levesque/Sadeck) to move forward to the cost estimate, passed unanimously.

Moving on the site, Mr. Digiammo says nothing's really changed, but there are now more specifics after working with the civil engineer all week. Utilizing the proper parking space sizes, there are 55 spaces between the lots and the street, without having to go to the employee/cruiser area, which is enough for the community room. Mr. Digiammo says this is a lot of parking for a police station. He suggests continuing with it like this, and downsizing for cost later on if needed. He is developing the room in a way that it can easily be shrunk easily to just a training room. The meeting room is going to come into play when the septic system is discussed, too. Discussion turns to drive ways being cut to save money and to eliminate confusion, if necessary. Mr. Digiammo walks the committee through a utility plan for the project. He notes they had to make a lot of assumptions for this first pass, but his plan shows the leech field, the well, the water line from the well, gas separator tank and more.

Mr. Digiammo wants to finish by talking about exterior materials. This is a wood frame building, with four major materials. Mr. Digiammo thinks a high quality architectural asphalt roof would work and look best. Wood sidewall, but Mr. Digiammo wants it to fit into a residential neighborhood but not look like a house. Very strong line of balance and rhythm, a portico into the glass vestibule, with repeating brick pilasters on three sides of the building, and a fiber cement clapboard would give a nice texture between the brick pilasters. Mr. Digiammo likes a well lit front, and there would be blue police lights by the doors. He's utilized transoms above the windows to give extra height, which we can look at making operational. Mr. Jose asks about cost differences between asphalt shingles and a metal roof, Mr. Digiammo says metal is much more expensive, not even worth looking into.

VOTE: Motion (Jose/Fornaciari) to allow Mr. Digiammo to go forward with the design as he's presented tonight, passed unanimously.

Ms. Pacheco knows that at Town Meeting, people are going to ask where future buildings are going to go. She asks if there's still enough room for another building or buildings. Mr. Digiammo sees a problem with that, given the amount of wetlands and required well radiuses involved. He says there would be room for another building, but the placement of septic systems are going to get tricky, you'd have to explore sharing a septic. Ms. Pacheco wonders if going to town water would solve that problem. The various sites can be discussed later with the Building Committee, but she just wants an answer to that question for Town Meeting, as she knows the question will come up. We know we can say the short answer is yes. Mr. Pomroy asks if we should develop a plan showing future buildings. Ms. Pacheco says putting an area for future development on a plan is probably a good idea. They estimate that there's approximately 50 acres in the lot in total, with the Police Station taking up around 3 acres. Mr. Pomroy says we can prepare a future development map with some caveats for Town Meeting. Mrs. Rezendes Brown believes that would be really important to get everyone on board. Ms. Pacheco agrees, you don't want to leave anyone out right out of the gate.

Discussion turns to promotion of the project. Space in Town Hall, the websites for the town, police department and police association and social media should all be utilized. It is also suggested that the Selectmen's meetings could be used to provide updates to the public as well. Mr. Digiammo says there is no substitute for face-to-face interaction, to make sure everyone has the right information. Mr. Jose suggests the police department put together a video to show current conditions. The sub-committee

targets the upcoming Special Town Meeting as a time they could give a presentation of the project, though they fail to reach a consensus on whether the dollar amount or the building itself should be the focus of that presentation. This will be discussed in coming meetings.

Mr. Digiammo says the estimate will come back on September 27th, so it can be presented at the next meeting on October 5th.

At 7:25pm, motion (Fornaciari/Sadeck) to adjourn, passed unanimously.

Respectfully submitted,



Timm McIntosh, Senior Clerk