

Town of Freetown Police Sub-Committee

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Meeting Minutes – July 27, 2017

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J. A. Brown

A meeting of the Freetown Police Sub-Committee was held on Thursday, July 13, 2017 at the Council on Aging, 227 Chace Road, East Freetown. Present: Chairman Lisa Pacheco, Mark Fornaciari, Paul Sadeck, Charles Sullivan, Robert Jose; Mary Rezendes-Brown and Police Chief Carlton Abbott. Absent: Benjamin Levesque. Also present: Taylor MacDonald of Pomroy Associates (PA) and Andy Digiammo & Dan Tavares of Compass Group Architects (CGA). The meeting was recorded by FREECAM.

Chairman Pacheco calls the meeting to order at 5:31pm.

Design Update & Site Investigations

Ms. Pacheco turns meeting over to Mr. Digiammo. The two concepts have been developed further based on input from the last meeting. Both concepts feature the community room, which seats 76 or 56 with tables, a drive through sally port and an optional car/cruiser port at the rear.

Mr. Digiammo goes over an updated diagram of the one-story concept, done in a more realistic size. The retaining wall at the rear is six feet high at it's highest point and slopes down to two feet at each end. This diagram features three parking areas: public parking, staff/cruiser parking and overflow parking.

Mr. Digiammo presents a program relationship diagram, which puts the space needs assessment into a to-scale picture form, grouped together by use/purpose. It is designed to show relationships and adjacencies more than an actual floor plan. The diagram utilized around 15,000 square feet. The public area is at the front entrance and would be cut off from the rest of the building. Command is off of the public area and has its own side entrance. Communications and IT would be in the center of the building. The patrol area would be at the rear, also with its own entrance, and detention area also in the rear. Support areas (locker rooms, fitness rooms, etc) would be in the center between command and patrol.

Mr. MacDonald cautions that the distances between driveways should be least 100 feet apart. Mr. MacDonald likes the layout. Discussion turns to how to handle the assorted parking lots. Ms. Pacheco isn't sure she likes the overflow parking at all. The public parking in the diagram currently fits 28 or 30 cars, depending on size of spaces. Mr. MacDonald suggests shifting the staff parking to the overflow, and moving building back into staff parking area, allowing for a bigger public parking area. Mr. Digiammo says he can explore the parking lots further. The Committee agrees that there should be enough parking for at least the number of people that can be held in the community room. Chief Abbott says the cruiser parking should be immediately next to the staff entrance.

Mr. MacDonald sees areas in the floorplan that can be combined, so the 15,000 sq ft number can be massaged. Mr. Digiammo says that is correct. Chief Abbott gives Mr. Digiammo guidance on where evidence and status offender rooms should be located. Discussion on whether vehicle impound should be inside or outside. Chief Abbott says inside is ideal, keeping it climate controlled for processing. He suggests the auxiliary building could be utilized. Mr. Digiammo says you'd probably need to make the building a bit bigger if you do that. Mr. Sullivan asks if it could be a space metal building. Chief Abbott

says it could. Mr. MacDonald says the cost per sq foot of the outbuilding is roughly half the main building, so it is cheaper to put storage there. Mr. Sadeck asks what the cost per square footage is, roughly. Mr. MacDonald calls that a loaded question, but with Lakeville's police station, it's around \$550/square foot in total. Mr. Jose notes that it's not dollar for dollar, given site differences and other factors.

Mr. Digiammo presents his updated diagram of the two-floor concept, the "attic concept". He says the designs are very similar, with the biggest difference being that the footprint of the building is smaller. It features one dark corner, with retaining walls fanning out like a pinwheel. The retaining walls would be higher with this option. There is a drive up entrance on second level and one stairwell inside building. The auxiliary building is eliminated with this concept. The parking lots are similar.

Mr. Digiammo says there isn't a fixed square footage number on this concept, but we can determine a difference in square footage. This new footprint could make the footprint some 2,594 square feet less. The public space and command space are very similar, as is communications. Staff support areas, mechanical works and vehicle impound is moved to the second level, along with general storage. In the diagram prepared, the public area and command areas do not have attic space above them. Mr. Digiammo says there are specific savings with this model, and there are opportunities for future expansion. There would still be storage on the first level as well. Mr. Digiammo says his vision for the front of the building is a one-story building with a sloped roof housing the second floor, not exactly a two story building. This is why he refers to it as an attic space instead of a second floor.

In terms of room placements, Chief Abbott notes that with this model, we'd have to take vibrations and noise from second level into account. Discussion turns to what room would have the dark corner, Mr. Digiammo says anything would work, he just needed a starting point for tonight. Mr. MacDonald sees a few other rooms on the first level that could move up, suggesting the IT room going above Communications. He sees anything you can bump to the second level is a bonus, as long as you don't need an elevator. Mr. Fornaciari asks if the break room should be on the second level, as Mr. Digiammo has it. Mr. Sadeck suggests it could take the place of the IT room if it was moved to the second level. Mr. Digiammo agrees and can work on that. Chief Abbott says it should be far away from public areas as well.

Ms. Pacheco asks if the Committee wants to focus on one concept more than the other. Chief Abbott says both plans fulfill what they are looking for, but if the attic concept is substantially cheaper for the taxpayers, he thinks we'd gravitate towards that. Mr. Fornaciari agrees. Ms. Pacheco agrees it'd be best to focus on one as well. Mr. Digiammo says there isn't a major downside to the attic concept if we are all comfortable with the separation. It is noted that the noise could be a downside. Mr. MacDonald thinks the one-story model limits the potential of the project. Before voting, Mr. Sadeck confirms with Mr. Digiammo that the possible noise issue would be considered; Mr. Digiammo says it will be addressed.

VOTE: Motion (Jose/Sadeck) to accept the attic plan with modification as we go along, passed unanimously.

Additional Work by Kelly Engineering / Budget Update

Pomroy has broken down the budget into phases, which right now features lots of unknown variables and estimates. One aspect of the budget is the engineering work done by Kelly Engineering. They have billed \$18,960 to this point, with an additional \$2,408 for flagging of wetlands that was approved in

March. CGA has asked for some additional work on survey points for a cost of \$7,500. This brings the total cost for Kelly Engineering to approximately \$28,868, down from the \$32,900 that Mr. MacDonald previously estimated. This figure represents an overage of \$8,868.91, so Mr. MacDonald is seeking approval of that figure as an amendment to the contract for Kelly Engineering. Motion by Mr. Fornaciari to approve an amendment for \$8,868.91 for the contract with Kelly Engineering, seconded by Mr. Jose with discussion. Mr. Jose asks Mr. MacDonald if the \$2,400 seems reasonable to flag the wetlands. Mr. MacDonald says it seems a bit high but it's already been flagged. Mr. Digiammo asks if that figure includes KE working with the Conservation Commission. Mr. MacDonald says it's his understanding that it does, but he will ensure that. Mr. Digiammo says wells also need to be determined soon, Mr. MacDonald says that is included in the \$7,500 figure. Motion by Mr. Jose to amend the original motion to make sure it goes through the Conservation Commission before completion, seconded by Mr. Sadeck. Both votes are passed unanimously. Final vote, in summation:

VOTE: Motion made by Mr. Fornaciari, seconded by Mr. Jose, to approve an amendment for \$8,868.91 for the contract with Kelly Engineering, with an amendment to make approval contingent on making sure it goes through to the Conservation Commission, made by Mr. Jose and seconded by Mr. Sadeck, passed unanimously.

Ms. Pacheco asks for the contingency to be updated regularly as we go along with the project. Mr. MacDonald says it will be updated monthly on the invoices, along with an updated budget report. Mr. MacDonald clarifies for the committee that the budget sheet is mostly estimates at this point, with only the fees for Pomroy and CGA fixed. The budget is still being built at this time.

The Committee will next meet on August 17 at 5:30pm.

At 7:00pm, motion (Jose/Rezendes Brown) to adjourn, passed unanimously.

Respectfully submitted,



Timm McIntosh, Senior Clerk