

Town of Freetown Police Sub-Committee

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Meeting Minutes – June 15, 2017

A meeting of the Freetown Police Sub-Committee was held on Tuesday, May 16, 2017 at the Council on Aging, 227 Chace Road, East Freetown. Present: Chairman Lisa Pacheco, Mark Fornaciari, Paul Sadeck, Benjamin Levesque, Charles Sullivan, and Police Chief Carlton Abbott. Robert Jose joins the meeting late. Mary Rezendes-Brown is absent from this meeting. Also present: Taylor MacDonald & Rick Pomroy of Pomroy Associates (PA) and Andy Digiammo & Dan Tavares of Compass Group Architects (CGA). The meeting was recorded by Mr. Sadeck and FREECAM.

The meeting was called to order at 5:02pm by Chairman Pacheco.

Approve Minutes for 3/28/2017

This agenda item is held until the next meeting.

Update from Pomroy / Planning with CGA

Mr. Pomroy speaks to the difference between Committee meetings and project meetings, which are more numerous and are more for PA/CGA. Chairman Pacheco would like to be a part of both meetings and have all meetings open to the Committee, but reports from the project meetings will be brought back to the Committee. Committee meetings will be held as needed, on Thursdays at 5:30.

Mr. MacDonald checks with the Committee to ensure that CGA can meet with the Police Department alone. Chairman Pacheco wanted to attend their last meeting but was unable. Any issues or questions arising from those meetings will be brought to the Committee.

CGA takes the Committee through their programming process. The topography survey is still pending, Chairman Pacheco will get in touch with Kelly Engineering to expedite that. Once that is done, Mr. Digiammo says the first decision is one or two levels. The topography will help dictate how that can be done. When asked by Mr. Sadeck, Mr. Digiammo explains that a two-level building would be a functional basement space (not just storage) and a main level.

Chairman Pacheco says the project is looking at a well currently, but notes that it's important to get tie-ins for water and sewer in place, in case we get a grant or funding in the future to extend a water or sewer line. She says the Elementary School would also benefit from this.

CGA has changed their civil engineer from the team they spoke of in their presentation to the Committee, Pare Engineering. They could not come to terms in the end. CGA is currently in contact with Garcia Galuska Desousa (GGD), who were set to contribute mechanical engineering, but they also provide civil engineer services. CGA sees this as an added benefit. Mr. Tavares wants to ensure this is acceptable with the Committee before entering into any agreements. Mr. MacDonald speaks highly of GGD. The Committee has no problem with this.

Mr. MacDonald asks if the Committee has any further concerns for the building.

Chairman Pacheco says bus traffic needs to be considered, given the proximity to the Elementary School. Mr. Digiammo and Mr. Fornaciari speak to that issue being alleviated if Memorial Drive is the public entrance/exit, with Chace Road being the business side.

On the community room, Mr. Levesque says CGA's presentation said the room would fit 40 people, but only has 11 parking spots. That would need to be increased. After a brief discussion on the size of the community room, CGA will look at a room for 75, which can be scaled back if needed.

Mr. Digiammo says they are currently looking at a 15,000 square foot project.

Mr. MacDonald asks for more information on the water line. Chairman Pacheco says the Elementary School's water isn't great, so there's always talk of a water line. It could come down Chace Rd. or Chipaway Rd., but notes it is a costly project. She wouldn't want to do all this work on a station only to learn that a water or sewer line is needed afterwards. At the very least, she'd rather prepare the building now for tying in in the future. Mr. Sadeck, who is a Water & Sewer Commissioner, thinks the Chipaway Rd. option would be the better option. Discussion is held on the viability of tapping into the Elementary School's well, but more research is needed for that. On septic, Mr. Digiammo doesn't think septic would be an issue on this site.

Discussion is held on including an out building for storage, which would store larger seized evidence, larger equipment and more. This would take away from programming, as you wouldn't have to plan space in the design for it. It is noted that a prefabricated garage, separate from the station, would be a much cheaper option than integrating the storage space in the building.

Mr. MacDonald asks CGA if they'd want approval on their adjacency diagrams before entering into programming. Mr. Digiammo says they see that as part of programming, which they are already working on with input from Chief Abbott. Mr. MacDonald notes that on CGA's projected timeline, final review of the programming will take place in the first part of July. Mr. Digiammo says that is correct.

Mr. MacDonald speaks to the use of third party consultants, such as radio vendors, phone vendors, furniture, security, etc. He will work with the Police Department on these, as it is good to start making connections early to help build the budget. He says he's learned that a propagation study is probably needed, as the existing radio tower utilized by the Freetown Police probably cannot be moved. Mr. Sadeck notes that radio coverage in town has been a really bad issue for years. The Committee is in agreement that they'd want the new station equipped with new equipment. Mr. Pomroy says it's best to bring in a third party consultant, one that isn't married to a specific brand.

Mr. MacDonald speaks to bringing on a building commissioning agent. This is a third party that comes in and reviews the project's plans and specifications and then monitors all the systems and engineering as the project goes along. He says it is a third set of eyes, engineers that are specialized in the actual systems being installed. Mr. MacDonald says it isn't always necessary, but it doesn't hurt to get quotes. Mr. Digiammo is a big proponent of these, noting projects like these don't necessarily have a facilities staff once completed to maintain the systems. In terms of cost, they agree it may not be that expensive for a project this size. Mr. MacDonald says a number of the commissioning agent's typical scope overlaps

with what PA and CGA offer, further lowering the price. He says PA has worked with WSP often in the past on this. Mr. MacDonald gives a rough estimate of \$15,000-20,000 for this service.

Mr. MacDonald says it is best to get the utility companies lined up and on board as soon as possible for this project, so you don't end up waiting for one before you can continue. Mr. Levesque says the Police Department currently uses Comcast for phones and Verizon for 911, but notes that Verizon is moving to a next generation system soon. Mr. MacDonald asks to be included in that process as it moves along. There is no gas line in this part of town.

For the next meeting, Chairman Pacheco asks for a rough cost estimate of what we've discussed so far. CGA and PA will meet again next week on programming, which Mr. Digiammo says is the next step in the journey.

At 6:07pm, motion (Jose/Fornaciari) to adjourn, passed unanimously.

Respectfully submitted,



Timm McIntosh, Senior Clerk