



# Building Committee

## Building Committee Meeting Minutes October 18, 2012 @ 8:00 a.m.

Caucus Hall Conference Room at the Provincetown Town Hall  
Called to Order: 8:02 a.m.

### Membership:

P	E	U	Name	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tom Coen, Chair	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rick Murray, Vice Chair	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Don Murphy	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Kevin Shea	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Leif Hamnquist	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sheila McGuinness, Alt.	<input type="checkbox"/> Voting

**(Note: P = Present E = Excused U = Unexcused)**

*These minutes are in brief format.*

*This meeting was filmed by Provincetown TV*

<b>Also Present:</b>	
Jeff Jaran, Chief of Police	Austin Knight, Selectman
Sharon Lynn, Town Manager	Dan Hoort, Finance Director
Russ Braun, Bldg. Commissioner	Tom Donegan, Fin. Comm. Chair
Beth Singer, School Superintendent	

<b>Order of Business:</b>
1. Minutes of the October 4 <sup>th</sup> meeting. (Vote will be taken).
2. Review October 29 <sup>th</sup> Special Town Meeting Article 7, Capital Improvements for Provincetown High School, and make a recommendation to Town Meeting. (Votes may be taken).
3. Continue evaluation of the police station building requirements. (Votes may be taken).
4. Possible discussion of site evaluation criteria. (Votes may be taken).
5. Update the Committee's plans, as necessary. (Votes may be taken).
6. Public Statements - five minutes maximum; Committee members may or may not respond to Public Statements.
7. Other - Other matters that may legally come before the committee not known at the time of posting. (Votes may be taken).

## 1. Minutes of prior meetings.

The Committee reviewed the minutes of the last meeting.

<b>Motion #1:</b> To approve the minutes of October 4, 2012, as amended.			
Motion By: Don Murphy		Second By: Rick Murray	
For: 4	Against: 0	Abstain: 1	Recuse:

## 2. Review October 29<sup>th</sup> Special Town Meeting Article 7, Capital Improvements for Provincetown High School, and make a recommendation to Town Meeting.

Rick: Feels strongly that if we have free money somewhere we should take care of this and not “kick the can down the road” which has been done in past 10 years.

Beth: There is a lot of confusion and misconceptions about this and wants to keep it clean and get building fixed. No question of needs on exterior which is an emergency and dangerous situation. Mark Almeda Architects did a very real estimate of cost and scope of work. She was on lift and saw roof which cannot be seen from street. High School is only limestone building in town. Out of \$420,000 from Town Meeting, they spent \$40,000 for this assessment. Two grants were applied for too. Motion at town meeting will be written that way.

Sharon: Closest number for cost is \$1.6 mil. Almeda cost did not include possible asbestos, scaffolding and includes high priority to low priority repairs. DOR will let us know exactly free cash amount today. Almeda did Town Hall and was right on money. She knows we will get good product and work will be done properly.

Rick: Wants to make sure that school budget from here on out has money for maintenance down the road and he would like to have someone accountable for maintenance being done.

Don: We can get all assessments we want for maintenance but it will not get done unless approved by Town. Medium priority and low priority (delay) are fine but he would rather have a date so it won't be put off indefinitely.

Beth: Wants to add if it does get put off, cost will be more because materials continue to climb in price. If work is done in full, it will be done within 6 months from finish to end.

Leif: Believes it should all be done at once. If it's done piecemeal then other issues will occur in meantime and we'll end up spending more in the end.

Sheila: Wants to note there are years/dates specified.

Austin: We will get more qualified bidders if it is known that project is definitely going forward and not waiting on votes for funding sources.

Sharon: Would like to put money in stabilization fund and would like to keep free cash as high as possible but this is needed and one expenditure would work best.

Tony: Cost could be increased by 15% if we do it in stages and there will be no benefit. Finance Committee is waiting on other decision makers to decide.

<b>Motion # :</b> Move that the Building Committee recommends the town move forward with the Provincetown High School building project in its entirety as recommended by Mark Almeda Architects, PC and to request that the
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superintendant of schools present a comprehensive maintenance plan on a yearly basis to town meeting voters for the building.			
Motion By: Rick Murray		Second By: Don Murphy	
For: 5	Against: 0	Abstain: 0	Recuse: 0

### 3. Continue evaluation of the police station building requirements.

- Review of new plans made by architects.
- Rick would like to ask architects about dispatch area and motorcycle/bike storage.
- Russ says this new plan has much more structural logic and makes more sense.
- (Architects entered room.) Discussion ensued of site plans and how this specific design fits on other lots.
- It is down to 14,475 sq ft. Architects explain their changes. Mechanical room is a little larger. Has a less than maximum efficient upper level. Original sq ft was over 17,000. There may be changes to roll call room to be enclosed per Chief which would add walls but not change sq footage. Movable partitions were suggested but are more expensive than a sheet rock wall. Minor change with booking/breathalyzer area. Discussion of shower area that is required by code. Bailiff room was added in and the interview room will be doubly used. “Walk of shame” shall be shared with Animal Control walkway. May be able to move Cybercrime room to mechanical room area. IDF room needs to be on every floor. IT room can’t be with Cybercrime room. There was discussion that IT room may be able to go where Cybercrime room was. An IT room needs extra space for growth which will be happening in a lot in the future.
- Sheila wanted to know sq. footage of evidence storage? 270 sq ft.
- Everyone is comfortable with Lower Level.
- Main Level: Questions raised about small nook area by EOC room entrance. It is noted there will be windows there so high visibility of people wandering, waiting etc. will be seen. Chief was concerned that detectives’ area is smaller and dispatch was larger and wants to change that. Committee agrees. They will be putting a door on MIRCS interior space. Exterior door will be added to EOC room. Head end room seems larger. Architects need equipment size information and will adjust for same. Architects are going to attempt to have a separate door to Head End room for equipment maintenance vendors instead of having them enter through dispatch. Interview room needs window for juvenile observation (the room next to records room) for supervision. Architects will try to eliminate observation room. Rick would like to move parking storage room and have internal access to and from parking for emergency situations.
- Upper Level: this area still needs configuration from architects as to where things will go with dormers. Architects were asked by Russ how much more sq feet, if any, can be squeezed out? They responded with maybe 150 ft but no more.
- Guesstimate without holding architects to it is about \$500 per sq. ft from beginning to end for project cost right now – \$7.25 mil + 3 ½ % escalation each year needs to be added the longer it is put off. Sheila does not want to go back to town with a larger price tag than originally brought forward. Size has been decreased about 15%. Sq. footage will probably be the same and will stay as is.
- Sharon briefly spoke about Chief Jaran applying for regional grant towards holding cells, shelter and animal control which could help with costs up to \$500,000. Regionalizing would mean that town would share miscellaneous supplies for Animal Control too.

**4. Possible discussion of site evaluation criteria.**

Sheila: Still not convinced that we cannot use another site rather than Race Point Road. She says that if we are spending \$2.0 mil on site costs then we could use that money to purchase another property.

**5. Update the Committee’s plans, as necessary.**

Site discussion at next meeting is planned.

Tom: Asks committee if what we have for info will be enough to go to various sites? All agree. The Committee will ask architects back once sites have been discussed.

Rick: Would like an estimate of savings if buildings done all at once or in phases.

Architects: Will get back to committee on this with cost amounts. Cost needs to be articulated according to economy to show we have cut back on size and showing savings even though inflation and construction costs have increased.

Rick: Requested if architects could send committee latest DPW plan before next meeting.

Sheila: Wants to make a point that PD is functioning now in squalor but is still getting work done. Public realizes more space is needed along with Federal standards but also wants a happy medium.

Architects: They are surprised current building has not resulted in huge lawsuits for town.

A proposed parking plan was shown to committee with additional spaces and architects will say cost is about \$300,000 more, if it is to be implemented.

**6. Public Statements - five minutes maximum; Committee members may or may not respond to Public Statements.**

No public statements.

**7. Other - Other matters that may legally come before the committee not known at the time of posting.**

None.

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**List of documents reviewed:**

- 1. Revised Plans for Provincetown Police Facility dated 10/18/12*

Next Meeting:	November 1, 2012
Adjourn:	10:57 am
Minutes by:	Paige Perry

Approved by   
Thomas Coen, Chair

on November 9, 2012