

**Police-Fire Facility Committee**  
**Thursday, February 27, 2014, 4:00pm**  
**Selectboard Meeting Room**  
**Minutes**

In attendance: Philip Chapman, Kathy Dowd, Dave Emery, Sr, Steve Phillips, Prudence MacKinney, Tony Farnum, Eli Gould, Robin Sweetapple, and John Allen.

Staff Present: Patrick Moreland, Mike Bucossi, Peter Lynch, Gene Wrinn.

Others Present: Steve Horton, Ray Giolitto, Tad Montgomery, David Schoales, Leon Boyd, Tim O'Connor, George Reed-Savory, Bill Dion, Nancy Miller, Arlene Distler, Chris Lenois, Peter Cooper, Olga Peters, Christopher Chapman, Carol Farrington, Tom Robertson, Veronica Wheelock, Marshall Wheelock, Linda Baily, James Banslaben, Kate O'Connor, and David Gartenstein.

- A. Sweetapple called the meeting to order at 4:05pm and confirmed that the meeting was properly warned.
- B. Public Participation – None
- C. Approve Minutes of 2-6-14 - Mackinney moved to approve the minutes from 2-6-14. Dowd corrected two spelling errors. Emery second the motion and the motion passed unanimously.
- D. Project Update – Horton delivered a synopsis of the recent DRB meeting, where the plans had been considered. Horton explained that several conditions were discussed, none of which will cause harm to the direction of the project. Improvements to the sidewalk and some additional tree planting were in order for West Brattleboro Station 2. Bushes should be relocated away from the retaining wall at Central Station. At the Municipal Center, some further clarification on handicapped parking and some additional landscaping is required. The DRB will issue its findings in writing within 45 days.

Giolitto walked the committee through the plans once again. Phillips clarifies that the purpose of the meeting is to vote to approve the plans ahead of the open house scheduled for 5:30. Major changes since the last meeting include a substantive redesign of the site plan at the Municipal Center, with improvements to the flow of traffic, parking, signage, etc. Dowd expressed some concern for storage of items (salt, sand, mower, etc) outside at the Municipal Center. Gould emphasizes the need to handle signage properly, as the entrance to the building may not be immediately clear to new visitors. Emery acknowledges the need for signage in the front of the Municipal Center. Gould believes that some clarity about when HVAC choices will be finalized, especially given that choices of form are being approved. Horton agrees that options are on the table, however if alternative choices are to be considered, comparison data must also be offered. Comparative data will be provided to Efficiency Vermont. Giolitto describes the plans at roughly 60% complete, additional construction detail will follow. Changes to the floor plan or building footprint will be costly changes after this point. Motion by Sweetapple to approve the plans as submitted, second by Phillips. The motion passed unanimously.

Sweetapple explains the agenda for the open house.

- E. Recess for Public Viewing of the Plans at 5:35pm.
- F. Reconvene to Accept Public Comment at 6:10. Sweetapple and Phillips open the meeting and introduce the committee. Chief Bucossi and Chief Wrinn discuss their experience with the committee and briefly discuss the needs that lead to the project. Horton is introduced, and explains that budget overruns are not an option for this project. Giolitto walks the meeting through the plans for West Brattleboro Station 2, and Central Fire.

Distler asks about the existing West Brattleboro Station 2 building. Moreland describes the recommendation from the committee to the Selectboard to knock down the existing building and build a new Station 2 was motivated by cost savings. The demolition of Station 2 is still considered a part of the project. Any change from that position may involve changes to the site plan at Station 2, and that direction would need to come from the Selectboard. No serious proposal has been presented to the Town for reuse of the building.

A question from Chris (unknown last name) asks about salvage of existing materials. Giolitto will consider salvage of existing fixtures and materials.

Giolitto walks the meeting through the changes at the Municipal Center, and discusses challenges that involve working on a historic property. Further challenges exist due to the need to construct essential facilities that must be built to a higher standard than typical commercial standards. Sweetapple solicits questions and comments from the audience.

Bill Dion is concerned about the carbon footprint, and any involvement by the Energy Committee. Mr. Dion also asks about alternative locations for the Police facility. Horton reports that communication with the Energy Committee is regular, as has participation from members of the Energy Committee at the Police-Fire Facilities Oversight Committee meetings. Giolitto is reviewing the cost of meeting VT Energy code, in an attempt to compare that cost to exceeding that code and reducing the need for robust HVAC. This analysis is ongoing and in process. Phillips described an analysis of relocating the police improvements away from the Municipal Center, and the committee's decision to approve the plans at the Municipal Center.

James Banslaben expresses support for the project and asks if solar panels could be added to the police addition. Horton explains that the new addition will likely be able to support the weight, but he is not confident of the existing Municipal Center.

Veronica Wheelock has questions about the site plan at the Municipal Center. Specific attention is drawn to the front steps of the Municipal Center. Moreland reports that funds were set aside in the capital plan for improvements to the steps. Flow of traffic in the parking lot will be directed around the parking lot and towards Main Street, with the exception of emergency vehicles.

Chris (unknown last name) asks about on site discharge of firearms. No firearms discharge is being planned on site.

Nancy Miller asks how it is possible that a new building at West Brattleboro will save money. How will the spending be managed and overseen. Phillips states that budgetary concerns are a focus of the committee. Savings at West Brattleboro Station 2 arise from choosing a wood frame design instead of a masonry structure. Horton confirms that exceeding the budget is not an option. Oversight of project spending is provided by the Project manager, the Finance Director, the Town Manager, and the oversight committee. Project finances are presented to the Selectboard and made available to the public monthly. Miller is concerned about the cost. Horton further clarifies the use of a Guaranteed Maximum Price in the contract with DEW.

Peter Cooper asks about the lack of a new basement at the Municipal Center. Horton described the futility of spending large sums of money to shore up the building why excavation occurred next to it. As a result, the committee approved plans that no longer relied on a new basement.

Arlene Distler asked about the bond and the \$5 Million dollars already borrowed. Horton reports that the \$5 Million is based on Horton's consideration of what sums will be required to cover expenses for this fiscal year. Horton expands his answer to confirm that all three buildings will be built at the same time. West Brattleboro Station 2 should take 4-5 months. Central Station should take 12 months, and the police project at the municipal Center should take 15 months. The three projects are being initiated simultaneously to save on General Conditions.

Marshall Wheelock asks about record storage in the basement, the plan for the basement following the project, and the availability of parking for town staff. Giolitto reports that short term record storage has a capacity for 3-5 years. Longer term storage and evidence will occupy the existing EOC and the cell block. Parking for staff may need to occupy a portion of the High Grove lot. Mr. Wheelock asks for some free public parking to be planned for to support citizens making tax payments.

An unidentified citizen asked about a handicapped parking space to support the library. Giolitto described how this would be accommodated into the site plan.

Nancy Miller inquired about Custom laundry. Horton explained the purchase and sale agreement with the owner, and the Phase 1 and Phase 2 environmental process that has been undertaken. There is no brownfield at the site.

Moreland read a comment from Esta Smith. West Brattleboro Station 2 looks inappropriate. Meeting adjourned at 7:15pm.