

**Police-Fire Facility Committee**  
**Thursday, August 1, 2013, 4:00pm**  
**Hanna Cosman Meeting Room**

In attendance: John Allen, Eli Gould, Phillip Chapman, Kathy Dowd, David Emery, Sr, Robin Sweetapple, Prudence MacKinney, and Steve Phillips

Absent: Tony Farnum

Staff Present: Patrick Moreland, Chief Bucossi, Peter Lynch, Michael Fitzgerald, Steve Horton, and Ray Giolitto

Others Present: David Schoales

- A. Sweetapple called the meeting to order and confirmed that the meeting had been warned.
- B. Dowd moved to approve the minutes of 6/27/13, as submitted, second by Allen. Motion carried.
- C. Meet the Architect –Ray Giolitto from Northeast Collaborative Architects (NCA) was present to meet with the committee. The discussion began with committee member introductions. Horton described a recent management meeting where the programmings from the Black River Designs were discussed in great detail with staff. Philips made it clear that he has always been concerned about the size of the budget, and believes the committee would be successful if they could identify how to “ring out a few percent”. The discussion continued about the Black River designs and how the project may trigger the need to comply with modern building code. The curved wall from the Black River designs was explained to have a negative impact on the usable space in the Police Department. Gould made the point that once the footprint is set; the opportunity for significant savings is over. The overall circulation of the space, especially in the Police Department was called into question. Allen queried Giolitto as to his intention to stick to the Black River design. Giolitto offered that the design was a conceptual design, and that the architect working on the final design would have to take a fresh approach.

Emory made clear his view that renovations, especially at the Brattleboro Station Two, were not his preference and that new construction made the most sense at that site. Several on the committee acknowledged the overall poor condition of Station Two, noting mold, snakes and poor air quality. Chapman asked about more substantive changes to Station Two, such as eliminating a bay on the apparatus floor. The conversation switched to over to the Municipal Center and the value of incorporating the central hallway into the program space. Doing so would increase the percentage of the building that is renovated and may trigger additional code compliance that could be costly.

Dowd expressed the need to get the maximum value from this once in a lifetime investment, which is different than cutting costs. Some discussion took place as to the sense of the broader community’s expectations of the committee. David Schoales expressed his view that the costs must be controlled. Dowd reminded the committee that a movement to increase local revenues to cover the costs of the project did not receive the same level of support as the project.

Giolitto informed the committee of the various code improvements that might apply such as ADA and bracing for seismic activity, noting that the building has a rubble foundation. When asked what work the architect has begun, Giolitto explained that he and his firm were gathering data. Giolitto hopes to arrive at a design by January.

- D. Bond Update: this topic was postponed until Finance Director John O'Connor could attend.
- E. Construction Management RFP, Process. The committee discussed the need to appoint a subcommittee to review the proposals that will arrive on August 6. Hiring a CM now, will add value to the design process and doing so soon is important to keeping the project on schedule. Committee members discussed who was available and when and how many committee members were needed to reduce the responses down to a more manageable number for interview. It was agreed that all bids would be made available to all committee members.

Committee members expressed their interest in participating in the subcommittee. Philips moved to appoint a subcommittee of Dowd, MacKinney, Emory and Chapman to review the bids and to select the 2 or 3 best for interview on August 8<sup>th</sup> at 4pm. Sweetapple Seconded. All were in favor.

Philips clarifies that the intent of his motion was to authorize the subcommittee to make this judgment without the need to bring their recommendation back to the full committee. Accordingly the meeting on August 13 could be cancelled.

In an effort to provide clarity, Philips moves to appoint a subcommittee of Dowd, MacKinney, Emory and Chapman to review the bids and to select the 2 or 3 best for interview on August 8<sup>th</sup> at 4pm, and to invite their selection to the full committee for interview on August 15<sup>th</sup>. Dowd Second. All approved.

- F. Land Purchase Update: Moreland informed the committee that a purchase and sale had been signed by the Town and by Paul Dunnell for the property on Church Street. The cost was \$290,000; a price which includes the cost to remove the building. A closing would be conditioned on the successful completion of a Phase 1 and a Phase 2 environmental review. The Phase 2 will result in a Corrective Action plan, and if there are expenses associated with compliance to the plan that the project itself does not offer a solution, then those expenses would be shared 50/50 by the parties up to an amount of \$50,000, at which point either party could walk away.
- G. Project Update by Project Manager –Horton discussed the need for site surveys, soil sampling, and core borings. These items could be grouped together and out to bid, or alternatively they could be quoted on a per site basis. The committee agreed to support Horton's preference for procuring small cost professional services on a per site basis. Horton went on to inform the committee about his recent activities working with Moreland to produce the CM RFP and reviewing the contract and further negotiating with NCA.
- H. Motion by Philips to adjourn the meeting at 5:35, second by Sweetapple. Motion carried