

**Sharon Standing Building Committee
Meeting Minutes
September 9, 2014
Approved on 10/7/14**

SSBC Members

Gordon Gladstone, Chair	Tony Branca	Richard Slater	Colleen Tuck - absent
Matthew Baldassari	Bill Croteau - absent	Steve Smith	
Deb Benjamin	Rick Rice	Roger Thibault	

Special Members

Joe Bernstein, Police Chief	Eric Hooper, DPW Superintendent	Jim Wright, Fire Chief
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Other Attendees

Joe Sullivan - Daedalus	Michael McKeon -- Kaestle Boos
Shane Nolan - Daedalus	Todd Costa – Kaestle Boos
Ed Williamson	

1. Administration

- a. The meeting of the Sharon Standing Building Committee was called to order by Chair Gordon Gladstone at 6:30 PM at the Community Center.
- b. Future Scheduled Meetings: 9/23, 10/7, 10/21, 11/4, 11/18

2. DPW Steel Building Update

- a. Chair Gladstone said he spoke with Joe Sullivan who said the COA should be issued today. All fire, police and electrical inspections have been completed.
- b. Mr. Hooper said they are holding off paving until the drainage on the Public Safety Building is determined. He also stated that they are trying to determine what will be housed in the building i.e. temperature controlled and non-temperature controlled.

3. OPM Report

- A. Mr. Gladstone provided Mr. Nolan with the architect's contract and asked that they review it.
- B. Mr. Gladstone expressed that he wants the IG application issued.

C. Mr. Nolan presented a draft schedule and discussed the schematic design. He said by mid-November he hopes for an estimate of the schematic design by the architects and to set construction costs limits.

D. Mr. Nolan said they have started the CM at Risk application to go to the Inspector General's Office. He said they will need to put together a presentation to the Committee for the CM selection to happen in November. CM's will be interviewed in December and he hopes the CM is on board by the New Year. He said design development should begin by February. Once they receive the Attorney Generals permission they will advertise for the CM. The entire Committee will be present at the interviews. It was discussed that construction should begin in August or September of 2015 and end October 2017. Mr. Nolan estimates the new police station will take 10 months to build.

4. Architects Report

A. Todd Costa presented the project update status. He said the plan development is ongoing Both Chiefs reviewed a progress set and provided additional commentary. The department commentary will be incorporated into the revised plan.

B. The Site Plan Development based on the completed site survey is ongoing.

C. NSTAR has requested system narratives for their offer to run energy models for the building. This information has been sent to Shane Nolan for review.

D. The Civil Engineer has been sent the updated site survey to perform the storm water calculations for the project.

E. The design team will be preparing a cost impact on adding an emergency egress road from the site.

F. Mr. Gladstone said that he attended the meeting today and realized how important it is to listen to things in the design stage. He questioned if the large overlook from the second floor of the police and fire administration section into the lobby is needed as open space or should it be used for more storage and office space. He noted a section was set for a central printer. Do we want that he asked? He said on the first floor, there is a significantly sized room for conference and training. The question is should it be configured in terms of access to be used as a community meeting room. He said he is unsure how often the Chiefs perceive this room would be used. He also commented that a second road with access at the fire station should be considered. He said he is questioning if we as a committee should give input upfront.

G. Ms. Benjamin said she thinks the Committee needs to provide guidance but it is what the proponents want. The Committee she said should not mandate change.

H. Mr. McKeon said the visual opening to the 2nd floor's genesis is at the request of the Committee to improve attractiveness, and seeing more light rather than it being just a utilitarian entry way.

I. Mr. Croteau said it is a way finding issue. It is the ability to walk through the building and the perception there is open space.

J. Mike McKeon said the training room to be used by the Police and Fire Departments should be accessible to the public. He said in other communities this is a popular space that is booked often.

K. Mr. Gladstone expressed again his concern that there is only one way in and out of the property for 3 big departments are not sufficient.

L. Mr. Gladstone said the biggest issue now is the understanding of the retention area. Once completed, we can understand better where we are with the budget.

M. Chief Bernstein said if it fits within the budget and capable for emergency use, he supports it.

5. Meeting Minutes

Mr. Branca moved to accept the meeting minutes of August 26, 2014. Mr. Rice seconded the motion. The Committee voted in favor 7-0-1 of approval.

6. Invoices

A. \$1,447.50 invoice for Attorney Gelerman. Mr. Rice moved for payment of this invoice and Mr. Smith seconded the motion. The Committee voted 9-0-0 in favor of payment.

B. \$167,200 Cape Building invoice. Mr. Rice moved to approve the invoice pending satisfactory receipt of the COA. Mr. Branca seconded the motion. The Committee voted unanimously

7. Adjournment

The meeting adjourned at 7:25PM – unanimous

8. Attachments

9/9 Architects Report

Submitted:
Rachelle Levitts
Sharon Standing Building Committee

(Gordon Gladstone) Signature of Chair

Date of Acceptance

NOTE: All Standing Building Committee minutes and attachments will be available for the public to read at the Standing Building Committee office located at the Community Center upon request.