

**Sharon Standing Building Committee
Discussion
Agreed on at 10/7/14 meeting
September 23, 2014**

SSBC Members

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

Special Members

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

	David McKinley – Kaestle Boos
Shane Nolan - Daedalus	Todd Costa – Kaestle Boos

1. **Administration**
 - a. A discussion was held between the members of the Sharon Standing Building Committee at 6:30 p.m. at the Community Center. This was not a formal meeting.
 - b. Future Scheduled Meetings: 10/7, 10/21, 11/4, 11/18
2. **DPW Steel Building Update**
 - a. Mr. Gladstone reported that the Certificate of Occupancy was received for the Steel Building at the DPW. The DPW still has to grade the asphalt but is waiting to tie it in with the current road construction in Town. Cape Building however has finished their work. Chair Gladstone reported this is another successful project completed by the SSBC.
3. **OPM Report**
 - a. Shane Nolan of Daedalus provided the OPM report. He said he met with both the Police and Fire Chiefs to refine/review the site work, floor plans and elevations.
 - b. The CM at Risk application is completed. Mr. Nolan reported that a selection Committee will need to be established to review the qualifications of the CM @ Risk applicants. This Committee will consist of Mr. Nolan, a representative from Kaestle Boos and 2 SSBC members.
 - c. He said that at the 10/7 meeting, he should have a final schematic package.

4. Architects Report

- a. Mr. Costa presented the Architect's Report and site plan changes that were discussed with the two chiefs, earlier in the day when they discussed refinements and had an initial review of the conceptual building elevation.
- b. Mr. Costa pointed out that the second exit behind the building was added for emergency egress.
- c. Mr. Costa also said the Civil Engineer has evaluated data to address surface run off. The preliminary report confirms that the existing retention system will be able to handle more water from the site which will reduce the size of the originally proposed underground system.
- d. Mr. Costa said a preliminary site grading plan has been developed for the storm water system impact design.
- e. A conversation ensued regarding the need for a sidewalk from the South Main Street to the police station entrance so citizens can recognize the route to the entrance. Mr. Gladstone suggested changing the materials to differentiate that a sidewalk exists and is different from the asphalt parking lot.
- f. Signage has not yet been designed.
- g. With reference to the inside of the building, the architect commented that blind spots were eliminated in the foyer so that dispatch can monitor the entire lobby. There is a central access to the administration level. On the upper level the conference rooms were refined and the roof area was discussed as a potential for future expansion.
- h. Mr. Smith questioned why two bathrooms on the upper level were not positioned next to each other which would be more cost efficient. Mr. McKeon said they will look into this suggestion.
- i. Mr. Costa said within the fire operations area an additional overhead door was added and two captain's bunks were put together.
- j. Elevation levels for the building were then reviewed. The architect commented that the goal of the design is to break down a large building into having more of a residential feel. The members commented that they thought the number of materials for the face of the building being proposed was too many.
- k. The architect's said that in two weeks they would come back with the Revit model.
- l. Mr. Slater said he would like to know the square footage costs and the architects said that first the project need to go to an estimator who then reconciles with Daedalus.

- m. A brief discussion regarding the placement of the current memorials at both the fire and police stations was discussed.
- n. It was also mentioned that the Committee would like as many trees as possible saved in front of the police station.

5. Meeting Minutes

Deferred to next meeting

6. Invoices

Deferred to next meeting

7. Adjournment

The conversation ended 7:30 PM

8. Attachments

- a. Daedalus Progress Report 9/23/14
- b. Architect's Report 9/23/14
- c. Proposed Site Plan updates (Kaestle Boos) 9/23/14

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.