

DPW/BPD Building Committee Meeting Minutes
February 19, 2019, 7:00 PM Selectmens' Room

DATE: May 5, 2020
TIME: 2:31 PM

Meeting called to order by Chair Mahoney at 7:00 PM. Members in attendance Mike Santoro, Anthony Ferrante, Steve Dorrance, Mike Smith, Chief Richard McLaughlin, Assistant Chief Jamie MacIsaac, Judith Ananian Sarno, Tom Gatzunis, Anne Marie Mahoney, Fizzie Cowing, Gerardo Ruiz-King, Patrice Garvin, Roy Epstein, Ted Galante, Steve Rosales, Bill Shea, Ara Yogurtian, Jay Marcotte

- Review of Belmont Water Dept. existing building conditions. Thoughts on moving into water department. Challenges have arisen, so moving on.
- Update from Chair Mahoney on how moving PD has progressed, in terms of town hall
 - Challenges: parking of police vehicles, parking of employee cars, public parking, etc. Security of building overlapping town hall, etc.
 - Discussions with insurance carrier for town about challenges
 - Town hall didn't eliminate need for trailers
 - Challenges of water department relocation: bathrooms, space, etc. relocating water department too?
 - Rubric/Matrix generated by subcommittee to determine most advantageous relocation plans, weighing stay in place, move to town hall, move to water department building, move to water department parking lot
 - All prior building committees have NOT dealt with relocations before, normally relocation has fallen to town or school department.
- Turns out, relocation is not our charge as a building committee, so now do we turn the relocation back over to town or retain control of relocation proceedings
- Board of Selectmen are quite insistent that an open meeting be held regarding moving to water department, Chair Mahoney does not feel that is necessary.
- Member Epstein is confused as to the purpose of the public meeting that the Selectmen are insisting upon - Member Epstein points out that regardless of how the residents feel, it may not really matter - we don't have other options. Member Cowing adds, that this is temporary, not permanent, so why would public hearing be needed?
- Chief inquires - would the residents have any form of veto power? That could really present an almost insurmountable challenge to whole project
- Asst Chief MacIsaac points out that there is almost 99% likelihood that booking can happen almost completely off site. Additionally PD has been working to identify ways to access trailers, potentially used ones could be accessible to us sooner?
- Tom points out that non-attached trailers are much easier to utilize as opposed to trailers that are designed to link together, and are less expensive.
- Ted is concerned about timing.
- Board of selectmen want us to wait to put out rfp for their vote, we want to do it now.
- Member Epstein inquires about timeline to move building, Steve Dorrance states likely 60 days minimum.
- Discussion about timing of bids vs. move timelines.

- Discussion of the hold time for bids, six months may be too long
- What's the fastest we can get an rfp out for trailers? Tom says next week, likely wednesday.
- Can we require short response time?
- Discussion prompted by Steve Dorrance about whether or not we need individual trailers or linked trailers? Individual trailers are far more ideal than linked, both financially and set-up wise.
- Member Epstein inquires about total moving costs, do we have an estimate? Ballpark of 350k.
- Chair Mahoney points out that prior to town meeting we need to have multiple metrics displaying the costs of moving out, savings from moving out, additional costs of additional work, etc.
- A number of decision points must be made
 - Are we comfortable continuing to manage this in terms of the relocation side of things?
 - Member Smith inquires what is it we would or would not be handing off?
 - Answer is us determining everything in terms of the relocation, as opposed to facilities doing much vs. all of it.
 - Member Cowing points out that if we relinquish control we lose a lot of aspects to people who don't necessarily have our project at the fore of their priorities
 - Member Epstein points out that if we hand it over, whomever becomes the responsible party will have a massive learning curve and do we want to take the risk that it slows us/the project down?
 - Member Rosales was on previous committees that handed over moving proceedings went relatively well, but feels relatively convinced that we should retain control at this point. He feels we should work with Facilities but through the DPW/BPD BC
 - Member Smith inquires as to whether or not we need the services of architect during time of relocation work? Discussion seems to come down that they will continue doing project work but may or may not need to be directly involved in the trailer set-up/process/relocation.
 - Member Smith inquires for a review of what will happen at BOS on Monday?
 - Some members of surrounding area will be invited to discussion regarding temporary relocation to water department site, and BOS will vote to allow us to continue to shepherd the relocation process.
- Member Ferrante points out that regardless of where we site the temp location of PD, it has to go somewhere in town. It seems that those responsible, us or BOS should simply inform town that this will happen.
- Discussion of involvement of OPM if we hand over reigns vs. retain control of relocation.
- Member Shea points out, with the tight schedule that we have if we let control leave this group, we lose time.
- Member Epstein inquires as to total cost we are looking at now with our additional work plus relocation costs.

- Member Ferrante feels that we lose too much ground to let go of project. Whole committee concurs, Building Committee determines that the best course of action is to retain control of relocation proceedings.
- Member Cowing inquires about the fact that we are looking at 2 separate trailer rentals, one for PD operations as well as one for dispatch to remain attached to PD building. Dispatch trailer will come out of PD budget.
- Tom inquires about whether or not we can move forward with tree removal at PD? Yes.
- Can DPW do that? Enthusiastic yes from Mike Santoro
- Discussion of how to bid trailers? Will bid as sq.ft. needed and see how bids and configurations come in.
- Patrice asks there was some discussion of the FD saying more money would be needed for evidence storage, PD is confused - detectives have been in the FD evidence room and state there is plenty of existing room.
- Member Shea requests we put a minimum size on individual trailers, and suggest timing for RFP for trailer bid as well.
- Member Shea inquires about funding sources? We do have access to existing 7.4 from town meeting last year, but it could be a risk in terms of what we get from town meeting at special town meeting.
- Member Rosales would like the savings, by emptying the building and moving faster on the build, quantified. We need that information prior to town meeting.
- Member Cowing points out that a portion of cost savings is invisible in terms of reduction in liability of having personnel and the public in the building during construction.
- Member Epstein concurs with Member Rosales that coming up with hard numbers in terms of savings is a valuable exercise.
- Member Ferrante points out that what also needs to be sold is that what we will get is a substantially better building at this point.
- Discussion of timelines? Have we altered timelines at this point? Ted says not necessarily and certainly not for DPW.
- Review of TGAS draft timeline
- Snapshot of schedule reviewed, hard dates will be provided as confirmed by TGAS as soon as possible.
- Member Smith requests for opportunity for building committee to review bid docs prior to being put out.
- Ara Yogurtian has inquiry regarding stormwater management and timing of that. Ted will check with civil engineer on timing and who is responsible for that.
- Ara requests opportunity for page turn review with TGAS and Tom
- Discussion about insulating the police station attic. Concerns about cost effectiveness, where to locate the insulation, the existing ventilation, mechanical ventilation implications, etc. At current, TGAS does not recommend insulating further due to cost.
- Member Ferrante points out that we don't want to insulate the roof, it is most often contraindicated - the second floor ceiling is what needs to be addressed and at this time it does not seem to make the most sense.

- Member Cowing points out that adding insulation is not an aspect that is time critical and can be done at another time. We cannot afford to add anything to this project at this time when it is something that can be done at a later date.
- Member Rosales inquires about adding from underneath within the second floor?
- Member Smith inquires about access board - delayed due to a death of a member of the board.
- Member Smith inquires about documents and whether or not the docs specify which parts of work are specific to the CPA funds?
- Discussion of landscape architect work - Member Smith reviews what has been done.
- Member Smith inquires about whether or not it has been determined locations of asbestos in the building? Not entirely yet
- Review of finance docs
- Tom inquires whether or not Furniture and Fixtures should be part of our BC budget? No, they will come out of separate budgets.
- Budget estimates of low medium and high are unsurprising.
- Motion to pay Daedalus Invoice number 190102 in amount of \$2,800.00 by Member Rosales, seconded by Member Ferrante, unanimously approved.
- Motion to pay TGAS Invoice number 1809-005 in amount of \$101,438.44 by Member Rosales seconded by Member Ferrante, unanimously approved.
- Discussion of next meeting dates, settled on March 5, 2018 at 7PM
- Chair Mahoney recognizes Phil Thayer, member of the public in attendance, requests a cost evaluation of savings in the event of insulation in order to determine if added insulation would have value in the sense of overall savings? Concern is, even if the cost will even out over time, we don't have the upfront money now.
- Adjourned at 9:21