



**Town of Plaistow
Public Safety Complex
Building Committee**
27 Elm Street, Plaistow, NH 03865



PUBLIC SAFETY COMPLEX BUILDING COMMITTEE MINUTES

MEETING DATE: Thursday, June 25, 2015 @ 3:00 p.m.

PRESENT: Chief Kathleen Jones, Chair , Chief John McArdle, Vice-Chairman; Sean Fitzgerald, Town Manager; Lt. Baldwin, Emergency Management John Sherman, Selectmen Representative, William Query, Citizens Representative, Dennis Heffernan, Budget Committee Representative; Julian Kiszka Selectmen Representative; Barbara Kiszka, Citizen Representative; Dan Poliquin, Citizen Representative

EXCUSED:

ABSENT: Joan Marsilia, *Master Patrol Officer*; Jack Paone, *Budget Committee Representative*

MEETING CALLED TO ORDER: 3:00 p.m.

PUBLIC COMMENT: None

MINUTES: *J. Sherman Motion to approve the minutes of May 12, 2015, 2nd by B. Kiszka*

All in favor. None opposed – Minutes Approved.

AGENDA:

New Business:

S. Fitzgerald begins by reviewing the informational meeting held on 6/18/15. There are different perspectives to the project. Bow is currently out to bid for a Construction Manager at Risk for their Public Safety Complex.

K. Jones asks notes that a construction manager introduction to the project at this point would collaborate with Dore & Whittier. It is noted that Windham Police and Fire advocated hiring a Construction Manager at Risk for their project. It is late at this point to secure a Construction Manager though there is still a window of opportunity to have benefit of this in out project.

It would cost roughly \$15,000-\$20,000 for a Construction Manager and only if there was Town support.

S. Fitzgerald states there was majority support at the Town Meeting, no means no does not talk about the majority vote. We need to talk about the right thing to do or hold off and re-present the project next year.

Chief McArdle agrees with S. Fitzgerald though residents need more information. With a Construction Manager, this would get more information out to the residents in a more efficient manner.

The question asked is “Are impact fees taxpayer dollars?”

S. Fitzgerald states we will need to get a legal opinion from Attorney Kalman.

What is the selling point of bringing in a Construction Manager at this point?

It is noted that the cost of the project may go down with a constant review of the project and costs.

W. Query notes residents may find this valuable as the numbers may change it cannot go up.

Discussion ensues regarding why the project failed to pass at Town Meeting:

1. Lack of understanding of pie-chart
2. Other issues in town were distracting from this project.

Our Capital Improvements Plan number was \$9 million.

Discussion that \$11 million was a big number for the elderly and those on a fixed income will find it difficult to support.

Discussion of bringing a Construction Manager on now will controls costs from the beginning to the end of the project. It is better to bring them on early rather than after the project passes at Town vote. The residents will appreciate the fact that the costs are being reviewed and there is a possibility of saving money.

S. Fitzgerald states interest rates for construction costs are going up. If we do not do anything, it will be a bigger tax impact. A small increase in interest rates could make a significant impact on costs. We should choose either a design, bid and build approach or hire a Construction Manager who will own the project and manage it.

Discussion ensues regarding the Construction Manager and how imperative it is to hire now rather than after Town vote. They should be on board by September; S. Fitzgerald will work with the Board of Selectmen to get the RFP done at the next meeting, July 6,

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D. H. motions to move forward with Owner's Project Manager. RFQ to bring to Board of Selectmen and answer use of impact fees to be used for this cost.

W. Query 2nds. The vote is 5 – 0 – 2. (John Sherman and Julian Kiszka)

Bill Query states residents approached him regarding the Fire Dept and the fact that the town does not have a full time 24-hour department. He states that the Town is going to be bit in the butt.

Community Engagement

We must continue engaging schools. Scout troops, Lions Club, Knights of Columbus, PTA (three schools); get on all their agendas in September.

There should be a separate Face Book page for the Public Safety Building showing:

- updated rendering
- upcoming events

It is necessary to get Civic Groups to help support the project. Citizens need to champion the cause.

D. Poliquin states to put this out to residents continually. We should have signs that can be read while driving by. Also, post brochures in holders on posts.

Last year 500 flyers were sent out. We should send new flyers with

- the negative issues
- One with why we are not accredited.
- Another with the explanation of the pie chart.

Impact fees should be used to pay for the flyers.

J. Kiszka agrees to send flyers with the negative issues, and then allow residents to discuss. He then suggests sending one out with solutions. Have Boy Scouts distribute the brochure. Have some in the Town Clerk's office and Library. He suggests Community Information Session; have the Owner Project Manager here for an interactive session with the residents. Post signs to generate discussion. Yard signs keep things visible.

Having Citizens Advocate for this Project:

3 strategic places for signs:

- Town Hall
- PARC
- North Ave
- Renderings
- Site Plan
- 1st floor layout
- Police officer & firefighter (we need their support)

D. Heffernan states we should advertise in the Carriage Towne News, Cable TV, and maybe an ad from a strong marketing/PR.

Postings to Face Book with testimonials from citizens who are standard-bearers such as Paul Sickie and Dave Hansbury. He also notes that the students at Timberlane took on a campaign themselves on social media. The Police Department to put posts on Twitter and Face Book.

J. Sherman notes that if posting for volunteers we should have something for them to do. He suggests contacting the Budget Committee and adds it to their agenda for their first meeting on 9/15/15 and updating the cable show.

B. Kiszka states the November meeting should be the deadline for getting this all done. Need 45 days prior to meeting.

S. Fitzgerald states we have not spoken to the Board of Selectmen yet. We may risk public confidence holding a November Town meeting.

Pros:

- Interest rate
- Cost

Cons:

- Chancy if all information needed is not acquired
- Need legal counsel on the ability of holding a November meeting
- May lose support for project

J. Sherman inquires as to what the new pie chart looks like.

The new pie chart has consolidated some pieces of the project, use color shading, and separates the Police Department and Fire Department.

It is important to reiterate that this project has to be done at once, altogether and not in pieces, to keep costs down. The contingency fees were confusing on the original pie chart. We need to better explain these, as too much information can be confusing. The new approach is the Owner's Project Manager can help to better value the project. We need to look at every opportunity to refine costs. The goal should be August 1 to have Owner's Project Manager with approval of the Board of Selectmen. Move forward with OPM, round up community engagement, continue momentum, and keep in public's eye.

Put testimonials on Police Face Book page.

K. Jones inquires funding the signs. The Board of Selectmen may be able to find \$5000 to fund the signs.

ADJOURNMENT: Meeting adjourned at 4:25pm.

NEXT MEETING DATE – TBD

Respectfully submitted,

Gayle Hamel
Recording Secretary