



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



PUBLIC SAFETY BUILDING COMMITTEE NOTES

MEETING DATE: Thursday, May 26, 2016 @ 8:00 am

PRESENT: *Chief Kathleen Jones, Chair, Chief John McArdle, Vice-Chairman; Sean Fitzgerald, Town Manager; John Sherman, Selectman; Tammy Bergeron, Selectman; Dennis Heffernan; Martha Sumner; Barbara Kiszka; Dave Mermelstein from Trident*

EXCUSED: *Pat Schiavone, Detective; Mike Dorman, Building Inspector; Bill Query*

MEETING CALLED TO ORDER: 8:06 am

J. Sherman motions to approve the minutes of 5/11/16 with the following changes, D. Poliquin voted no on the motion of Chief Jones as the Committee Chair which was recorded as yes in the draft and J. Kiszka voted in favor of Chief McArdle as the Committee Vice Chair and his name was left out of the draft. Second by M. Sumner.

Vote: all in favor

Motion passes.

Dave Mermelstein begins with an update on the status of the new building project. The site plan has been modified due to costs of materials. We will still have all the program spaced needed. There will be a depression beside the building, not a large flat paved area as originally proposed. The depression will be used as a drainage area. Storm water regulations have changed. The rain garden will hold plantings. The frog pond will be filled in. It is good that we did not fill the frog pond in earlier as we can use fill from the new rain garden depression. An abutter, Barbara Moran of 4 Stanwood Ave. has some concerns about the filling in of the frog pond. She contacted Chief McArdle. The Chief requested D. Mermelstein and Jim Hanley follow up with Mrs. Moran as soon as possible. Contact was made within an hour and they met onsite to discuss how drainage will be addressed and any potential impact on her property. The Town Manager stated he has also met with Mr. and Mrs. Moran in his office on several occasions to discuss this topic as well. Quite a bit of material from under the structure will need to be removed. We will try to keep it under the limit that would require an AOT (alteration of terrain) permit. Discussion about scheduling and the architectural schematics continues and Trident has a few concerns. D. Mermelstein is empathic that we need a milestone schedule that all parties agree to including an early release package from the architecture. We need to break ground in July/August to keep costs lower that waiting until October/November.

S. Fitzgerald states a sensible conversation must occur today with all 4 parties involved: the owner, the Owners Project Manager (OPM), the designer/architect and the contractor, Eckman.

Expanding the parking in front of the Police Department will cause a tree to be removed. Perhaps the Conservation Commission and Garden Club can help with future landscaping. The handicapped parking will be moved closer to the Police Department and a ramp with a railing will be along one side of the new building. The building will consist of a brick base with horizontal siding above the brick.

S. Fitzgerald states we need to be flexible and understand a lot of work has already been completed and work continues. We should have 3 schedules or perspectives which indicate the best case scenario, a reasonable scenario, and the worst case scenario.

Chief Jones discusses the charter next.

J. Sherman motions to approve the charter presented on 5/26/16 and to send it along to the Board of Selectmen for their approval. Second by M. Sumner.

Vote: all in favor.

Motion passes.

Chief Jones discusses the process of adding 3 additional members to the committee. She will post the request with a deadline of June 10th, 2016. Both Chief Jones and Chief McArdle will review all the resumes and letters of interest to select 3 candidates. The chosen candidates will come to the Board of Selectmen's Meeting on June 13th to be approved.

NEW BUSINESS:

D. Heffernan states it was beneficial to hear all the information that was presented at today's meeting. He feels it was necessary and helpful in order for the committee members to respond to questions and concerns heard out in the community.

B. Kiszka inquires if we know the bond interest rate yet.

S. Fitzgerald states we do not have it yet but we should know the rate in about 3 weeks.

D. Heffernan inquires if money will be needed before the bond money arrives in July.

S. Fitzgerald states yes, and the Board of Selectmen has approved the use of Town money from current cash flow up to \$400,000 which will be reimbursed in July when the bond money comes in. The total project cost will not exceed the 8.5 million approved at Town Meeting. The \$400,000 is not an additional amount; it will be paid back to the Town. This is advantageous as it saves the Town from taking a bond anticipation loan prior to the bond funds being received.

Pictures of the process are discussed. This will be done and a timeline/time lapse of photos will be put on line so the community can watch the building in process.

The next meeting will be held on June 9th, 2016 at the Public Safety Complex. A site walk around and possible software demonstration may be incorporated into the meeting.

ADJOURNMENT: Meeting adjourned at 9:14 am.

Respectfully submitted,

Beth Hossack
Recording Secretary