



ROGER W. TUCKER  
Chief of Police

# POLICE DEPARTMENT

WILBRAHAM, MASSACHUSETTS



Meeting minutes of February 23, 2015

Location: Wilbraham PD, 16 Main St. Wilbraham, MA

In Attendance: Tom Sullivan, Roger Fontaine, Chief Roger Tucker, Patti Diotalevi, Ed Rigney, and Roger Chapdelaine.

Members absent: Kevin Moriarty, Chief Fran Nothe, Paul Laplante and, Lance Trevallion

Meeting called to order at 3:00 p.m.

Jeff McElravy of Tecton Architects also present.

Note; the February 9, 2015 meeting was cancelled. No Executive Session was held under MGL Chapter 30A Section 21 (a) (8) to discuss strategy with respect to considering the purchase, exchange, lease or value of real property due to the appraisals not being completed by the appraisal company.

A motion was made by Mr. Sullivan to resume in Executive Session under MGL Chap. 30A, sec. 21(a) (8) to discuss strategy with respect to considering the purchase, exchange, lease or value of real property. Motion 2<sup>nd</sup> by Mr. Rigney, all committee members present voted unanimously to resume meeting in Executive Session.

Mr. Sullivan advised the Committee that the appraisal documents have not been received to date, but their verbal appraisal was that 2780 Boston Rd. was estimated to be valued at \$220,000 to \$239,000. in as is condition, (with residential building on site).

Committee members discussed the potential cost for the Town to raze the house and foundation vs. difference in Owner proposed price. Could there be savings in this project, if that was negotiated with owner? An estimated price of 50K-75K was determined depending on unknown issues with disposal of materials. Topics of discussion were dealing with potentially unknown hazards, i.e. asbestos, installed underground oil tank, septic tank and or leaching system. Recommend of contingency wording in the contract to protect the Town, as these concerns should have been identified and disclosed in the RFP by owner.

The committee voted unanimously to recommend to the Board of Selectmen to appoint Roger Fontaine (Chairmen), Tom Sullivan and Roger Chapdelaine to the negotiation committee for the purpose of negotiating with the owner of the property (Helen Moore).

Tom Sullivan advised the Committee that prior to purchasing the site it should be approved at Town Meeting on May 11, and at the debt exclusion override scheduled for May 16, 2015. At that time the funding mechanisms could be from free cash, stabilization funds and the remainder from debt exclusion.



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At 3:25p.m. Tom Sullivan made a motion to resume the meeting in open session. Roger Fontaine 2<sup>nd</sup> the motion, all committee members present voted unanimously to resume in open session.

Media representatives joined the meeting.

Architect Jeff McElravy reviewed the design concept and changed exterior renderings. Also presented to the committee was the A.M. Fogarty & Assoc. Inc. Estimated Cost sheet. This 20 page document generally itemizes the costs associated with constructing the building, minus land acquisition costs. Mr. McElravy also provided a one page opinion sheet of estimated costs. Jeff also noted that there were several items that needed clarification and understanding on behalf of the Estimator versus what the Architect was estimating. Since the documents were received just prior to the meeting Jeff has not had the opportunity to closely scrutinize the details. For example, the calculated square footage of the proposed building was approx. 600 sq. ft. difference. Framing question, steel vs. wood, wall insulation, Ballistic window size for dispatch at lobby, vinyl trim description, flooring materials in certain areas, #of weapon discharge lockers, gas service extension, and a cost of removing an existing outbuilding that does not exist, (foundation only) which is intended to be repurposed per plan.

As the members briefly reviewed the estimate sheet, questions were asked about what may or may not be included in the various estimates. Some recognized items were site acquisition, bonding and Owner Project Manager (required) cost.

Mr. Rigney stated in his opinion, that the function of the building as it relates to the police programs identified should be a high priority for the committee, and ultimately the community. This building will provide a service for decades and the potential for modest growth of the department should be considered with the proposed facility rather than revisiting a modifications to the facility again as costs increase.

Roger Chapdelaine stated, that the easy way to cut costs is to cut square footage, cutting square footage can significantly alter the program needs, and may not necessarily equal a 1:1 reduction in square footage costs.

It was agreed that the volume of information provided today was too much, and too important to be reviewed hastily and that members should be given an opportunity to review and develop questions, comments, suggestions and points of clarification, for the next meeting.

Next meeting: Tuesday, March 3, 2015 at Wilbraham Police Departments.  
Motion to adjourn at 4:26 p.m.-Accepted

Minutes submitted by Chief Roger Tucker.



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Mr. Sullivan advised the Committee that the appraisal documents have not been received to date, but their verbal appraisal was that 2780 Boston Rd. was estimated to be valued at \$220,000 to \$239,000. in as is condition, (with residential building on site). Committee members discussed the potential cost for the Town to raze the house and foundation vs. difference in Owner proposed price. Could there be savings in this project, if that was negotiated with owner? An estimated price of 50K-75K was determined depending on unknown issues with disposal of materials. Topics of discussion were dealing with potentially unknown hazards, i.e. asbestos, installed underground oil tank, septic tank and or leaching system. Recommend of contingency wording in the contract to protect the Town, as these concerns should have been identified and disclosed in the RFP by owner.

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open session. Roll Call vote: Tom Sullivan-yes, Roger Fontaine- yes, Chief Roger Tucker- yes, Patti Diotelevi- yes, Ed Rigney- yes, Roger Chapdelaine- yes.

Next meeting: Tuesday, March 3, 2015 at Wilbraham Police Departments.  
Motion to adjourn at 4:26 p.m.-Accepted

Minutes submitted by Chief Roger Tucker.  
Meeting minutes approved at 3-3-15 meeting.