



NV5

Merrimac Police Station – Merrimac, MA

Meeting Minutes

PSBC Meeting

Date: August 23, 2018 @ 10:00 a.m.

Location: Merrimac Town Hall – Sargent Auditorium

Attendees:

Name	Assoc.	Present	Name	Assoc.	Present
			<i>NV5 (OPM)</i>		
Chief Eric Shears – Merrimac Police	Police	Y	Bill Cunniff	NV5	Y
Chris Gaudet – PSBC Member	Res	Y	Mike Ulichney	NV5	N
Carol McLeod – PSBC/ Merrimac Finance	Merrimac	Y			
Yvonne Bednarz - PSBC Member	Res	Y	<i>Designer</i>		
Mark Tocci - PSBC Member	Res	N	Greg Carell – Carell Group	CG	Y
Chief Larry Fisher – Merrimac Fire Dept.	Merrimac	N			
Rick Pinciario – PSBC Member	Res	N			
Laura Mailman - PSBC Member	Merrimac	Y			
Robert Sinibaldi – PSBC /Merrimac DPW/ISD	Merrimac	Y			

Chief Eric shears called the meeting to order @ 10:00 a.m.

1) Meeting Minutes Approval – There was a motion to approve the meeting minutes from the 8/2/18 meeting. Motion was made by Mr. Gaudet, seconded by Ms. McLeod and approved unanimously (Ms. Mailman abstained).

2) Design Update – Mr. Carell updated the PSBC as to the current status of design documents:

- Design Development (DD) documents are well underway
- Site Plan – Bill Murray from Places Associates will be in contact with conservation commission to discuss site development, especially as it pertains to wetlands
- Structural & MEP consultants have begun working on their respective disciplines
 - It was noted that there will be two lines of structural steel within the building. This layout should facilitate flexible placement of program areas, with little interference – will be further reviewed when drawings become available.
- Envelope – It was agreed that full ice & water shield should be provided over the roof sheathing. The literature that Mr. Carell distributed at the meeting from one metal

roofing vendor also indicated that their system included this type of membrane underlayment.

- Carport – It was discussed that the carport roof area could be reduced to encompass (5) to (6) patrol cars. This reduction may facilitate a larger outbuilding, increasing from the current 24' x 60' to a deeper building at 40' x 60'.
- Training Room – the training room was smaller on the updated set. Chief Shears noted that it needs to be large enough for a minimum of 30 people, with an occupancy of 40 being ideal.
- FFE – Mr. Carell will provide an FFE layout.
- Attic – Attic floor will be plywood
- Dormers- the subject of dormers was discussed; they would be expensive; also, the fewer the penetrations in the metal roof, the better.
- Carport roof to main roof interface – PSBC members expressed concern about the transition between the sloped metal roof and the minimally pitched membrane roof on the carport. Mr. Carell assured the PSBC that this detail will be carefully evaluated.
- Detention – sliding cell doors with “slam locks” are preferred (swing cell doors are no longer allowed)
- Estimate/ Schedule – It is anticipated that the DD drawings will go out in early September to the estimator for updated pricing in mid-September

3) Other Business

- Ms. Mailman noted that the project will be highlighted in the council on aging newsletter for September.
- The public forum is scheduled for September 26th @ the police station.
- Public forum flyers will be included in/mailed (8/29) with electric bills this month, allowing the project notice to reach as many homes as possible.
- Chief Shears noted that John Gilfoyle will be creating the project web site, which will link with the town and police web sites – the cost is \$ 2k. A motion was made by Ms. McLeod to approve the \$ 2k expenditure to create the web site; the motion was seconded by Mr. Gaudet and approved unanimously.

The next PSBC meeting is scheduled for Thursday August 23, 2018 @ 10 a.m. @ Merrimac Town Hall – Sargent Auditorium

Prepared by: Bill Cunniff, NV5 - -End of Minutes-



CONSTRUCTION MANAGEMENT