



# Building Committee

Building Committee Meeting Minutes  
January 9, 2017 @ 5:30 pm  
Caucus Room at the Provincetown Town Hall  
Called to Order: 5:30 pm

### Membership:

<b>P</b>	<b>E</b>	<b>U</b>	<b>Name</b>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tom Coen, Chair	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Rick Murray, Vice Chair	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Don Murphy	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Leif Hamnquist	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sheila McGuinness	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Paul Kelly, Alt.	<input checked="" type="checkbox"/> Voting

(Note: **P** = Present **E** = Excused **U** = Unexcused)

*These minutes are in brief format.*

*This meeting was filmed by Provincetown TV*

<b>Also Present:</b>	
Richard Waldo, DPW Director	

<b>Order of Business:</b>
1. Public Statements. (Committee members may, or may not respond).
2. Review and evaluation of the options for a new police station at various sites, and recommendations regarding the way forward. (Votes may be taken).
3. Minutes of prior meetings. (Votes may be taken).
4. Other matters that may legally come before the Committee not known at the

time of posting. (Votes may be taken).
--

### **Topic 1 – Public Statements**

None.

### **Topic 2 - Review and evaluation of the options for a new police station at various sites, and recommendations regarding the way forward.**

The Committee reviewed and evaluated the six options that have been developed for building a new police station. They are the same options that were presented and discussed at the two Town Forums held in November.

Attached is a copy of the completed evaluation form that the Committee used to grade the various options. The evaluation criteria are enumerated on the left.

For each option, the Committee determined how well it met each of the criteria. A filled in circle indicates that it is an advantage; a blank circle indicates disadvantage; and a cross-hatched circle is neutral. A rough score for each option was calculated by adding up the “circles” filled in, with a filled circle counting as 1 and a cross-hatched circle counting as ½.

The Committee deemed the option at 16 Jerome Smith Road as the most advantageous by a significant margin over the other options, and voted to recommend the site to the Board of Selectmen.

<b>Motion # 1:</b> To recommend to the Board of Selectmen that a new police station be built on the 16 Jerome Smith Road site.
--

Motion By: Paul Kelly	Second By: Don Murphy		
For: 4	Against: 0	Abstain: 0	Recuse:

### **Topic 3 – Minutes of prior meetings**

None.

**Topic 4 Other business**

None.

---

**List of documents reviewed:**

- 1. Police Station Facility Site Options*
- 2. Site Criteria Evaluation Matrix*

Next Meeting:	TBD
Adjourn:	7:23 pm
Minutes by:	Tom Coen

Approved by  on April 4, 2017  
Thomas Coen, Chair

**Police Station Options - Grading Matrix**

Disadvantage ○ A blank circle indicates a site disadvantage to the criteria  
 Neutral ⊖ A half circle indicates the site has no advantage or disadvantage to the criteria  
 Advantage ● A solid circle indicates the site advantage to the criteria

Criteria	A) Renovate Existing Station	B) Redevelop Existing Site	C) Site Acquisition Brown Street	D) Site Acquisition Shank Painter Rd.	E) 3 Jerome Smith Rd (1/2 of VFW Parcel)	F) 16 Jerome Smith Road	Criteria Description
<b>1) Cost / Reuse</b>							
1.1 Price (Est. Cost)	⊖	○	○	○	●	●	Does a building program at the site help reduce overall project cost?
1.2 Size & configuration of site	○	○	●	●	●	●	Site provides ample building envelope to facilitate the project and space needs.
1.3 Site Acquisition Cost	●	●	○	○	●	●	Will the site require an acquisition of land?
1.4 Expansion for growth	○	○	○	○	○	●	The site possesses ample space for expansion of facilities.
1.5 Existing site/building reuse	○	○	○	○	●	●	Can the existing police station building site be reused?
<b>2) Community Impact</b>							
2.1 Visibility to community	●	●	●	●	⊖	●	Is the site highly visible to the community and passersby?
2.2 Neighborhood impact	⊖	⊖	○	○	○	●	Site allows for positive neighborhood impact.
2.3 Adverse economic impact	⊖	⊖	⊖	⊖	⊖	⊖	Will the site & use of it for this use negatively impact the economic strength of the community.
2.4 Adjacent land use	○	○	○	○	○	⊖	Do the neighboring properties compliment a law enforcement facility?
<b>3) Utility / Environmental Impact</b>							
3.1 Infrastructure/Utilities	●	●	●	●	⊖	⊖	Utilities are on site or contiguous to the site with adequate capacity.
3.2 Environmental Impacts	⊖	⊖	⊖	⊖	⊖	○	Does development of the proposed site have environmental implications?
<b>4) Operational Impact</b>							
4.1 Site Security	○	○	○	○	●	●	Can site provide protection from both man-made & natural hazards?
4.2 Site accessibility	●	●	●	●	●	●	Site is accessible through multiple curb cuts, roads, sidewalks, etc.
4.3 Temporary Quarters	○	○	●	○	●	●	Will the site require the use of temporary quarters for the department?
<b>Total Circles :</b>	6.0	5.5	6.0	5.0	9.0	11.5	