

## BOARD OF SELECTMEN MINUTES

SEPTEMBER 2, 2003

### PUBLIC SAFETY FACILITY

- Walter gave an overview of the process that he would be following for tonight's meeting.

Don Johnson gave his overview of the project and outlined the various steps taken to review this project. He noted all the changes and cuts that were made to pass the debt exclusion. They had signed a new contract another architect to prepare plans. During the fall into the spring they have been working on Dispatch facilities the building program came to the Board this June and thought that they were on budget, the hard costs looked good. The Board authorized going out to bid. Don explained the Central Register process. The estimator said we would be off by several Hundred thousand. The low sub bidders withdrew and on August 6 the general bids were open and we had a chance to put our numbers we were over \$550,000 and at that point the Committee recommended or agreed that we take two weeks and come back on August 20<sup>th</sup>. The PSFBC met and made the decision almost unanimous to proceed with the bid in hand. Don said he is not wed to project. He thinks it is doable. Don said re-bidding was the safest way to go. Don went on to make references to the handouts.

They have had two meetings with the contractor. They wanted to get a sense of the company and its employees. They feel that the firm has integrity and have a 2% change order history. They manage projects like this and have been bringing them in on time.

They have lowered the contingency down to 7%.

Don outlined the reductions that were made to bring the cost down.

Brian Humes spoke about the process and they have always wanted to deliver the best product to Acton. He said that they have expressed their confidence that it will be built. He had a meeting with the Committee and said they all thought that there were a lot of ideas on what would be wanted. He outlined the cost estimates. Brian said he urged them to go out to bid. They wanted to see if the building climate was favorable. They lost the two bidders. Brian urged them to proceed with the project to completion. And that he has three stations that were built in the similar atmosphere. He outlined the three buildings that they have worked on.

Dore' spoke in favor of awarding the contractor and his reasons, and moving forward as suggested by Town Manager and Brian.

Trey outlined his feelings on award. He would not come to Town Meeting and ask for any more money. Trey said he has changed his feelings towards where we are now. The safe thing to do is to go forward at this point for all the same reasons that Dore' noted. He feels that we have experience in building with staff. He thinks 6.4 million is enough and he won't go back to Town Meeting. He will be voting to accept the bid and go forward.

DRAFT

Peter asked about additional comfort with redesign and asked what he would propose with a redesign and soft costs. They would have to reduce square footage and quality. Brian does not have an opinion of the soft costs. He said he has been in charge of hard costs. He noted the work done on developing the soft costs this early was very intense. Peter felt we needed to talk more about hard costs not soft and he would not want to sacrifice the dispatch function. Don said those soft costs.

Bob Johnson spoke about the risks and costs. If the building is redesigned, the risk would still be there.

Walter noted that his question had been answered. Walter asked about time schedule for a re-bid, Brian noted 15 weeks which includes redesign and bidding. Both the Fire and Police Chiefs said that they are committed to bringing in the project with no additional funds above the 6.4K. Walter was concerned if we re-bid it would open up to reduction.

Peter noted we are not asking for anymore money.

Trey said he agreed that we not spend over the 6.4K. Trey noted this is really a 7K project.

Charlie Kadlec – Noted he was the one who voted against the project. He spoke about the steering committee and duties of the committee. He urged the Board to vote to redesign.

Herman Kabakoff – He was speaking as an individual not the member of Finance. He was concerned that the bid went out with out cost estimates.

Jonathan Chinitz .spoke about redesign and how much we could loose. These costs would be taken at the loss of square footage. The building has been reduced by 33%. He spoke to the bid going out before the receipt of a cost estimate. Urged to support.

Ann Kadlec spoke about going out to rebid.

Keith Campbell wanted to thank steering committee and a good architect. The situation is deplorable. Go forward.

Ken Sundberg spoke about the vote of going forward. They all believe in the program. He looked at reduction of the foot print. Wanted to go on record as wanting the Town Leaders going forward with this.

TREY SHUPERT - Moved to direct the Town Manager to work with the low bidder and solidify and execute a contract ASAP and continue to work with Town Manager and contractor to reduce the \$200,000. DORE' HUNTER – Second UNANIMOUS VOTE

Christie Jaff  
Recording Secty

Hee Hef  
Clerk

17 November 2003  
Date

August 29, 2003

**TO:** Board of Selectmen, Sewer Commissioners  
**FROM:** Walter Foster, Chairman  
**SUBJECT:** Selectmen and Sewer Commissioners Report

**NOTE:**  
**THIS SPECIAL MEETING BEGINS AT 7:30 P.M.**

**TUESDAY, SEPTEMBER 2, 2003**  
**MEETING BEGINS AT 7:30 P.M.**

- I. CITIZEN'S CONCERNS**
- II. SEWER COMMISSIONERS' BUSINESS**
- III. PUBLIC HEARINGS & APPOINTMENTS**

None Scheduled

**IV. SELECTMEN'S BUSINESS**

- 1. **PUBLIC SAFETY FACILITY** – Enclosed please find materials in the subject regard for Board consideration.

- 2. **OTHER BUSINESS**

**V CONSENT AGENDA**

**VI. TOWN MANAGER'S REPORT**

**VII EXECUTIVE SESSION**

**ADDITIONAL INFORMATION**

Enclosed please find additional correspondence that is strictly informational and requires no Board action.

**FUTURE AGENDAS**

To facilitate scheduling for interested parties, the following items are scheduled for discussion on future agendas. This IS NOT a complete Agenda.

Sept. 8 Acton Market Package Store Transfer, VCC oversight Mtg, NESWC, Board of Appeals Oversight, CVS 24 hour permit 393 Massachusetts Ave.  
Sept. 22 Budget Priority Discussion, CPA Project Submission, Cable Advisory Oversight Meeting, Planning Board Oversight Meeting  
October 6 Conservation Oversight, Recreation Oversight,

October 20 BOH Oversight, TAC Oversight  
Nov. 3 HDC Oversight, Historical Commission Oversight  
Nov. 17  
Dec. 1 &15

#### GOALS 2002-2003

1. Labor Negotiations & Improve Labor Relations environment (Peter/Trey)
2. Improve Communication with Town Boards (Peter/Trey)  
Implement Chairman Round Table - (Trey) *(for Dec/Jan)*  
Revisit 2020 Planning Process for direction to make this process more beneficial towards Implementation of long-term vision (Trey).
3. Towne Building Reuse (Walter/Dore'/Peter)
4. ALG process be used for purpose of Budget Planning for FY04 (Walter/Trey)
5. Residential and Commercial Growth (Walter/Pam) *(PCRC EDC – Continuing to meet)*
6. Open Space and Recreation Plan (Peter/Walter) Completed
7. Health Insurance Trust Agreement (Peter) *(Peter still working on getting comments from Water District.)*
8. Decision on Pentamation Accounting System (Dore'/Peter) *(Proposals are being looked at by staff)*
9. Process Planning for "Life after NESWC" (Pam/Peter) *(John Murray is looking at this)*
10. Joint IT process-organizational change (Walter/Dore')
11. Implement an on-going Public Relations campaign regarding budgetary situation (Trey/Walter) *(ALG put plan in place A/B)*
12. Provide looking at salary levels in the organization, include liaison with Personnel Board (Trey /Peter) *(Need to look at budget)*  
Based upon results of Salary Survey, conduct a through review of current salary levels (Trey/Peter) *(Need to look at budget override for Operating budget)*
13. Broader community interface with Emerson Hosp. - Board of Health to take elder issues on (Pam)
14. Recreational field lack of space, prison land etc. (Walter)
15. Middlesex Pension alternatives (Walter)

#### GOALS carried forward

16. Public Safety Facility (Dore'/Trey)
17. Determine future of Vaillancourt House - 17 Woodbury Lane. (Pam) *(No dialogue thus far as budgets have had the bottom fallout, Historical Commission issue and seek suggestions)*  
Goals 2003-Selectmen folder