

Date: November 15, 2010

Date Minutes Approved: November 29, 2010

BOARD OF SELECTMEN MINUTES

Present: Shawn Dahlen, Chair; Elizabeth H. Sullivan, Vice-Chair; and Christopher Donato, Clerk.

Absent: No members were absent.

Staff: Richard MacDonald, Town Manager; John Madden, Finance Director; and C. Anne Murray, Adm. Assistant.

The meeting was called to order at 7:02 PM.

OPEN FORUM - Nothing brought forward for discussion.

UPDATE FROM PUBLIC SAFETY BUILDING COMMITTEE

Mr. Dahlen recognized Mr. Andre Martecchini, Chair of the Public Safety Building Feasibility Study Committee (PSBFSC). Mr. Martecchini introduced two members of the PSBFSC who were also present: Police Chief Matthew Clancy and Fire Chief Kevin Nord.

At last year's Town Meeting \$292,000 was approved for final design of the Fire Station. In a bidding process, Carrell Group was hired as the architect and is being paid with some of those funds. Also, at last year's Town Meeting \$30,000 was approved for schematic design and site selection of the Police Station. Mr. Martecchini then used a PowerPoint presentation to update the Board and the public on both the Fire Station renovation project and the Police Station replacement project.

The slides regarding the Fire Station project provided an overview of the project, schematic drawings and architectural renderings. The Fire Station project involves the tear down of the existing crew quarters and construction of a new 6,170 sf wing in its place. The new wing would house administration offices on the first floor with crew quarters on the second floor. In addition, instead of extending the apparatus bays a new small garage would be constructed for storage of small apparatus.

The presentation also laid out the timeline and very preliminary cost estimates (\$4,480,000. for the total project cost). The PSBFSC expects to bring an article to the March 2011 Annual Town Meeting (ATM) for authorization of the construction costs.

Before proceeding to the Police Station presentation, Mr. Martecchini mentioned that this process of reviewing the Public Safety Buildings began a number of years ago (2007). At the start, it was determined by the PSBFSC that the Police Station would have to be replaced because of the condition of the facility. At that time, the PSBFSC was not sure if the Fire Station needed to be replaced or if it could be renovated so a study was done. The study determined renovation was possible and because of that feasibility study the Fire Station is ahead in the process.

Mr. Martecchini did address the issue of why a combined Public Safety Building was determined by the PSBFSC to be not feasible. Mr. Dahlen said he has been attending the meetings of the PSBFSC and he is now convinced that there would not be much savings in operating costs of a combined station. He stated he believes that the PSBFSC has taken the most cost effective approach.

Mr. Martecchini then presented the Police Station project. He said of primary concern with the project is the need to keep the Police Department operational.

According to Mr. Martecchini, the PSBFSC is focusing on three potential sites: Town-owned land on Lincoln ST, the existing Police Station site on West ST, and a Town-owned parcel on Mayflower ST. The presentation included slides showing each site, which were shown as Mr. Martecchini described each site and explained some of the benefits and drawbacks of each site. He said a final decision has not been made. When it is the PSBFSC is prepared to have a public meeting to which area residents will be invited.

The presentation also included some preliminary design work and architectural renderings of the Police Station, as well as preliminary cost estimates. In discussing the costs, Mr. Martecchini said the PSBFSC is trying to decide which approach to take in formulating an article for the 2011 Town Meeting and he invited their comments. A group discussion followed weighing the benefits of bringing an article to the 2011 Town Meeting for approval of just the design costs this year and then an article in 2012 for the construction costs or whether the 2011 article should be for approval of the total project cost.

Ms. Sullivan suggested that the PSBFSC needs to present something that the public can actually visualize to get public buy-in to the project. Mr. Donato mentioned how the projects will be phased and how the debt will be managed will also be important.

Both Fire Chief Nord and Police Chief Clancy praised the efforts of the PSBFSC and commended the work being done by the Carrell Group.

No decisions were made but it was agreed that the PSBFSC should come back before the Selectmen at a meeting in the end of November or early December to publicly announce their decision and to update the Board.

BUSINESS

TOWN MANAGER'S BRIEF

Mr. MacDonald reported the following:

1. **Election Information:** Mr. MacDonald mentioned that the Town Clerk reported 7600 Duxbury residents voted out of approximately 11,000 total Duxbury registered voters.
2. **Master Plan for Information Technology:** The master plan for Information Technology has been moving along. JFK Systems has been conducting a general survey with the departments.
3. **MIIA:** Mr. MacDonald reported that in 2010 the Town received \$23,510. in MIIA Rewards. This is not an actual cash award but rather a credit towards the Town's premium payment.

ANNOUNCEMENTS – No announcements were made.

MINUTES

Mr. Donato moved that the Board approve the Executive Session Minutes of October 8, 2010, as presented and to be kept sealed due to the need for confidentiality. Second by Ms. Sullivan.
Vote: 2:0:1. (*Ms. Sullivan abstained as she was not present for the Executive Session.*)

COMMITTEE APPOINTMENTS/RE-APPOINTMENTS -- no appointments / re-appointments made.

OLD BUSINESS - No discussion of old business.

NEW BUSINESS

Mr. Dahlen mentioned that the Board received a letter from the Economic Advisory Committee (EAC) seeking some direction from the Selectmen on a specific project for the EAC. The Selectmen briefly discussed this and decided that the EAC should be invited and put on the agenda of upcoming Selectmen's meeting to discuss this topic further.

ENTER EXECUTIVE SESSION: LITIGATION

Ms. Sullivan moved that the Board of Selectmen go into executive session to: discuss strategy with respect to litigation since an open meeting may have a detrimental effect on the Town's litigating position and to adjourn the meeting from Executive Session upon completion of the business in accordance with Mass. General Laws Chapter 30A.

Mr. Dahlen, the Chair, declared the need for the subject to be discussed in Executive Session as an open meeting may have a detrimental effect on the Town's litigating position.

Second to the motion by Mr. Donato. ROLL CALL VOTE: Mr. Donato "aye"; Mr. Dahlen "aye".

The public exited the room and the Executive Session began. Adjournment was done directly from the Executive Session.

List of Documents (Available in the Selectmen's office):

- 1. Public Safety Building Committee Board of Selectmen Update November 15, 2010 (Narrative Summary)**
- 2. Board of Selectmen November 15, 2010 Fire and Police Station Project Update (Hardcopy of PowerPoint presentation)**
- 3. The Carrell Group draft plans of Fire and Police Stations**
- 4. Draft Executive Session Minutes: 11-08-10 (in confidential files)**