

Voted 1/26/12

WEST TISBURY POLICE STATION BUILDING COMMITTEE

MINUTES January 19, 2012

Present: Norman Perry, Manuel Estrella III, Dan Rossi, Tony Cordray, Pat Mitchell, Ian Aitchison & Robert Smith.

Absent:

Guest: **Joseph Sullivan**, Daedalus Projects Incorporated
John Keenan, Keenan & Kenny Architects, LTD
Antonia Kenny, Keenan & Kenny Architects, LTD
Skipper Manter. WTPD

The meeting was called to order at 3:00 PM January 19, 2012 by Chairman Perry.

Minutes: No Minutes were read.

Old Business:

- 1.02 K+K received contract from Joe Sullivan, review and return with comments. Reviewed and returned. Final changes accepted, K+K to scan signed copy and email to Jen Rand, cc Joe S. and Norman P. Done. **Additional changes were incorporated at meeting, K+K signed one copy, will receive a copy of fully executed contract.**
- 2.06 Members of the Committee noted that the generator was sized for the full facility including the Police Station. K+K consultants will need to confirm. Electrical consultant to confirm.
- 2.09 K+K will review Concept Plan with Ernie Mendenhall, Bldg. Inspector, to see if any approvals may be required in addition to a building permit. Existing Conditions survey will be required prior to this discussion. Committee did not believe MV Commission or other boards would require review, but Bldg. Inspector will make that decision. K+K to contact Ernie upon receipt of survey on Tuesday. **Survey received 1/23/12.**
- 3.01 Joe S. will review with Jen Rand and Kathy Logue how far the next phase is to go - (60 % is approximately halfway through Construction Documents). By September, the Town wants to know the project cost. K+K to provide Joe S. with Design Fees to 60%. **Done.**
- 4.02 Committee approved plans as noted with changes recorded above. K+K to proceed with rendered elevations and plan boards for public display. **Plans to be finalized and approved by Committee prior to printing boards.**

- 4.03 K+K to proceed with Narrative and discuss HVAC options, generator, and electrical requirements with engineers. Bob Smith recommends high efficiency electric heat pumps. Current fuel is oil (generator is diesel) and Bob notes the Island is moving away from gas and oil. Committee wants recommendation from engineer.
Wayne Mattson, mechanical engineer, is in agreement and believes the project would be well suited to the Mitsubishi City-Multi system, which is a high efficiency heat pump system.
- 4.05 Committee requests K+K revise Square Footage calculations:
- A. Gross
 - B. Useable - minus stair, elev., mech., link and future use.
 - C. Future Use - basement long term storage, storage and second floor future use. **Future use will be in second floor space only.**

New Business:

- 5.01 K+K brought presentation plan and elevation boards dated January 2012.
Changes to the drawings:
- A. Title: West Tisbury Public Safety Building
 - B. First Floor Plan: "Kitchenette" to Counter"
- 5.02 Fire Chief Manny Estrella approved smaller and slower 2100# elevator. Elevator will not be on generator in any scenario. As per manufacturer, the elevator is not required to be stretcher compliant with just one floor up and down as per elevator code with fire chief's approval.
- 5.03 Generator:
- A. If existing generator is large enough to provide just life-safety items (or more) at Police Station, Committee recommended keeping it.
 - B. If a new generator is needed, size appropriately to power whole police and fire building (not including elevator).
- 5.04 Joe S. brought K+K's contract and added a couple comments from Ian A. regarding next phase and ownership of documents. K+K signed and will receive a copy when Selectmen sign.
- 5.05 Site Plan: Vineyard Survey is bringing in a tracer to find underground electric. Will email AutoCAD drawing to K+K as soon as complete. There is no separate curb. Turn down concrete walks at asphalt for 4" curb edge. Asphalt berm at other locations.
- 5.06 Septic system: as per report from SB&H dated 10/26/10, the system is not designed for building square footage proposed.
- 5.07 Presenting the project at the public forums was discussed. Committee will discuss reasons "why the current building is inadequate".
- 5.08 Finishes were discussed:
In general, same or similar to Fire Station.
- A. Walls in general: painted veneer plaster on high impact 5/8" gypsum board.
 - B. Floors in general: vct (vinyl composite tile, 12" x 12"), rubber base.
 - C. Basement:
 - 1. Walls as noted above except exposed concrete at Mechanical Rooms, ceramic tile wainscot at bathrooms. Ceramic tile or poured floor at bathrooms.

2. Ceilings: continuous ½" gyp. board, taped, unfinished with acoustic panel dropped ceiling at baths, lockers and hall.
 3. Floors: ceramic tile at bathrooms and lockers, unfinished (painted) at mech. rooms, vct elsewhere.
- D. First Floor:
1. Walls: painted gyp. board walls (see A. above)
 2. Ceiling: continuous ½" gyp board taped, unfinished with 2 x 2 acoustic panel dropped ceilings (8' at offices, higher at Reception/Open Office).
 3. Floors: vct floors except carpet at Offices, mat at Vestibule.
- E. Second Floor:
1. Walls: painted gyp. board walls (see A. above)
 2. Ceiling: painted 5/8" veneer plaster gypsum board at all rooms except unfinished at Conference Room with 2x2 acoustic panel dropped ceiling and unfinished at future space.
 3. Floors: vct floors except carpet at Conference, Office and Back Room.
- F. Stairs: walls and ceilings - 5/8" v.p. gypsum board, wood stair with rubber treads, risers and landings.
- 5.09 K+K to contact alum. window manufacturer for new windows to match, as energy efficient as possible (triple glaze?),. Windows to have screen.
- 5.10 Armory: requires venting, provide exhaust fan with filter connect to light switch. K+K to research Kevlar fabric wrap for Armory and Evidence Room. Provide security hardware (non-removable hinges).
- 5.11 Security: use swipe card access at all locked exterior and interior doors.
- 5.12 Electrical: provide adequate number of outlets, not a plug mold or power strip.
- 5.13 Doors: Vestibule and Link are storefront systems, other doors are hollow metal with glass lites at Offices (same as Fire Station). Hardware: bronze finish to match Fire Station.
- 5.14 Cameras: Police Dept. to discuss where they want cameras - Interview Room, all exterior doors.
- 5.15 Design will follow LEED guidelines, as West Tisbury is going to be a "Green Community". Energy efficiency, lighting rebates, recycled materials, local materials, greater insulation, future PV farm all will be considered and incorporated where possible. The Committee recommended an Infrared Heat Loss survey and Blower Door Test at completion of construction.
- 5.16 Owner provided items: to be included in Project Cost and coordinated with contractor.
- A. Evidence Drop Box (G.C. to install)
 - B. Phone and Communication (interior system and speakers), cable.
 - C. Security System and cameras.
 - D. Furniture and specialty items (discharge container).
- 5.17 Date of next meeting: January 26, 2012 at 3:00 p.m.

- It was agreed that the next meeting will be held 3:00 PM Thursday January 26, 2012 @ Station #2

Administrative:

- K&K Revised Conceptual plans.

There being no further business a motion to adjourn at 4:45 PM by Robert Smith and second by Dan Rossi. Voted: Unanimous.

**Respectfully submitted,
Robert C. Smith**

Secretary