

---

# **A R C H I T E C T ' S R E P O R T**

---

## **HOLDEN PUBLIC SAFETY FACILITY**

Holden, MA

KBA #02045.05

Prepared by: Paul McAndrew

Date: July 7, 2008

Page: 1 of 2

---

**PRESENT:** Christopher Lucchesi (CL), Building Committee Chair  
Jack Chandler (JC), Holden Fire Chief  
Michael Pagano (MP), LPA Architects, OPM  
Rob Para (RP), LPA Architects, OPM  
Wayne Whippie (WW), WV Engineering  
Michael McKeon (MM), KBA Architects  
Paul McAndrew (PM), KBA Architects

**COPIES:** Attendees, Todd Costa, KBA Architects

---

*Note: Please read these meeting notes for clarifications, errors or omissions. These notes will become part of the permanent project record in one week. All corrections must be incorporated prior to that date.*

---

**SUMMARY:** A meeting was held on July 2, 2008 at the office of LPA.

**DISCUSSION:** The following items were discussed, not necessarily in the order presented:

**SITE:**

- Test pits have been requested and will be arranged by Graves. DPW will perform work.
- Borings have been requested by WV Engineering to explore geothermal options. KBA to contact Dr. Welti to request quote for a “geothermal” boring and 1 boring for traffic pole location.
- WV Engineering needs to locate “geothermal” boring. Traffic Consultant to provide location for traffic pole boring.
- CL stated it has been determined that the ROW is a officially a non-issue.
- CL to discuss second vehicular exit (emergency) from parking lot with Chief Sherrill.
- WV discussed proposed overhead electric utility option. The transformer will be located on the pole in the back of the site.
- Show temporary utilities (electric, water, etc.) on the civil plans.
- Holden Light Dept will be removing the existing training tower.
- DPW will be removing existing pile of debris (soil, rocks, etc) from the back of the site. What is the volume to be removed? DPW should commit to a schedule of this work in writing.
- KBA/Graves to review existing pile to determine if it might be used for fill?
- Communications Tower cost was briefly discussed. Motorola has provided potential cost for tower. KBA is discussing tower and foundation cost with the Estimator.

---

# **A R C H I T E C T ' S R E P O R T**

---

## **HOLDEN PUBLIC SAFETY FACILITY**

Holden, MA

KBA #02045.05

Prepared by: Paul McAndrew

Date: July 7, 2008

Page: 2 of 2

---

- RP stated that the second geotechnical report will take into account soil liquidification and under slab/foundation drainage.
- Graves to re-issue updated site plan during CD Phase incorporating any soil removal or demo work.

### **NEW BUILDING**

- MM presented updated program for Lower Level (Police).
- It was agreed that there is no requirement for table and chair storage in the Training Room. Tables and chairs can be stacked/folded and moved to the side/back of the room.
- E-911 equipment layout needs to be coordinated as soon as possible. Howard Systems to address.
- KBA, WV and Howard Systems to meet with Chiefs as soon as possible to finalize equipment list.
- RP requested that KBA design roof structure to accommodate possible future loads (ie: PV's).
- KBA to write letter to the Committee requesting approval of proprietary items to be included in spec.
- CL requested KBA to take another look at the proposed exterior elevations to determine if the design requires further investigation/modifications.

### **EXISTING BUILDING**

- FD to have existing building tested for Radon.
- KBA to send a copy of the existing building report and Permit to LPA.
- KBA and Structural Engineer to measure existing building and survey the existing structure.
- Structural Engineer shall determine if the existing walls of the building can accommodate a new sloped roof.
- KBA returned record drawings of the facility to Chief Sherrill. The Chief will return the drawing to the Town.
- A dry sprinkler system could be required in the attic space formed by the sloped roof alternative? Is it possible to remove sections of the flat roof to open the attic up so as not to create a need for sprinkler system? If the flat roof is opened then the slope roof will need insulation. What are the cost implications?
- CL stated that Storage will be the primary use for the existing building. A small area of the upstairs will be allocated for the Explorers. The downstairs will be used for records storage by the Town. A radio storage room must be located as close as possible to the new communications tower.
- For reasons of competitive bidding, Group discussed if work at the existing building can be treated as separate project. It was determined that contractor ownership issues might arise and that a single GC on the entire project will alleviate any ownership questions.