

**POLICE STATION BUILDING COMMITTEE  
SPECIAL MEETING  
APRIL 5, 2018**

The Police Station Building Committee held a Special Meeting on Thursday, April 5, 2018, at Milford Police Headquarters (PD Conference Room), 430 Boston Post Road. Chairman Smith called the meeting to order at 5:07 p.m.

Committee Members Present

R. Smith, Chairman  
P. Vetro (BOA)  
J. Carissimi  
S. Bergami  
J. Mager  
T. Holland  
A. Giannattasio (5:31 p.m.)

Also Present

Chief K. Mello  
Deputy Chief K. Rahn  
Capt. B. Marshner  
Lt. D. Chila  
P. Dominov, RA, Kaestle Boos  
B. White, PLA, LEED AP, Kaestle  
T. Costa, RA, Kaestle Boos  
S. Mangiagli, AIA, Kaestle Boos  
Atty. J. D'Onofrio  
Downes Construction

Chairman Smith turned the meeting over to Kaestle Boos Associates, Inc. for their presentation.

Mr. Dominov continued with a presentation of the proposed design, including parking requirements. He stated he would be going over some of the suggested changes from the last meeting and continued with a PowerPoint presentation.

Chairman Smith pointed out they sat down and sharpened their pencils to make reductions where they could from the original needs assessment.

Chief Mello added the reductions would not impact the needs of the department, but that they wanted to keep costs realistic.

Chairman Smith asked the square footage reduced from the project.

Mr. Dominov stated the original design was for 36,913 square feet that was reduced by 400 square feet for a total square footage of 36,533 total square feet. He continued with the presentation.

Ms. Holland asked about the occupancy of the new building and if it meets growth of the department.

Chief Mello explained the occupancy for the proposed building was based on the needs assessment that was done. Discussion ensued.

Mr. Costa went over the costs of the project followed by a short video. He pointed out the lobby size was driven by functionality.

Mr. Carissimi commented as to the value of the design of the building for the Milford community and visitors to Milford. He also spoke of the importance of a healthy working environment for officers and the department's ability to attract new officers to Milford.

Mr. Dominov welcomed the folks from Downes for their presentation.

Downes Construction stated they are the project contractors for the project and proceeded to go over the fee schedule, followed by discussion.

Chairman Smith stated he would impose on Kaestle and Downes for one more presentation before moving forward to bonding phase.

Mr. Mager asked about the soft costs before finalizing the plans and costs and moving the project forward to the mayor and BOA.

Chairman Smith stated the next step for the Committee would be to sit with the mayor and discuss the project and its costs. He stated he was looking to do this over the next few weeks.

Ald. Vetro suggested a tour of police facility to recognize the needs. Discussion ensued.

Attorney Berchem introduced Attorney D'Onofrio who he stated has a unique perspective. He stated Attorney D'Onofrio has been involved in numerous police station projects and has also worked with Downes on other projects.

Chairman Smith stated the Committee needed to discuss the next steps in the process.

Ald. Vetro suggested the aldermen tour the building prior to the Committee's next meeting and before it goes to the Board of Aldermen. Discussion ensued.

Following discussions, it was the consensus of the Committee to move forward with designs presented by Kaestle Boos, based on the nearly yearlong work of this Committee. Chairman Smith also stated they needed to put out several dates for the alderman to tour the building. He suggested April 21 and 28 at 1:00 p.m.

Being no further business to discuss, Chairman Smith adjourned the meeting at 7:49 p.m.

Respectfully submitted,

Kathleen A. Kennedy  
Recording Secretary