

Falmouth Police Station Advisory Committee

MEETING MINUTES:

Falmouth Police Station Advisory Committee
Meeting, Falmouth, MA – Meeting #21

MEETING DATE: January 9, 2026

MEETING PLACE:

Fire Rescue HQ EOC/Meeting Room
(in person/zoom)

MEETING TIME: 2:00PM

ISSUED BY: Steven Kirby, Vertex

PROJECT:

Falmouth Police Station

ATTENDEES:

<u>NAME</u>	<u>COMPANY</u>	<u>TITLE</u>	<u>PRESENT</u>
Boyd DeMello	Police Station Advisory Committee (PSAC)	Member, Chair	Y
Carissa April	Police Station Advisory Committee	Member, Vice Chair (2:15)	Y*
Michael Duffany	Police Station Advisory Committee	Member	N
George Sherrill	Police Station Advisory Committee	Member	Y
Robert Zollo	Police Station Advisory Committee	Member	Y
Jeffrey Lourie	Falmouth Police Department (FPD)	Chief and Working Group	Y
Brian Loewen	Falmouth Police Department	Deputy Chief and WG	Y
Peter Johnson-Staub	Town of Falmouth	Asst Town Manager / WG	Y
Tom Maguire	Falmouth Police Department	Officer and WG	Y
Douglas DeCosta	Falmouth Police Department	Captain	Y
Peter McConarty	Town of Falmouth DPW	Director and WG	Y
Greg Endicott	Town of Falmouth	Facilities Manager	Y
Michael Renshaw	Town of Falmouth	Town Manager	Y
Steven Kirby	The Vertex Companies LLC (VTX)	Owner's Project Manager	Y
Jeff McElravy	Tecton Architects	Principal, Architect	Y
Matt Salad	Tecton Architects	Architect	N

* remote attendance

Initiation Date:	Item:	Discussion:	Action by:
1/9/29	21-1	Committee Meeting opened by Chair Boyd DeMello at 2:08PM.	REC
1/9/26	21-2	Meeting minutes #20 from 12/5/25 meeting: Unanimous approval by those present. 4-0	REC
1/9/26	21-3	Project Cost Overview: Based on Fall Town Meeting cost for construction phase inclusive of hard and soft costs to be approx. \$65M. Need to manage to the \$65M and observe fiscal discipline to keep tax increases as low as possible. Town has budget constraints, and both 5-year and 10-year master plans to meet. Construction cost estimates will be ready to be sent to the cost estimators at end of February for 75% SD; end of May for 75% DD; and beginning of August for 50% CD. Schematic Design phase is the initial site plan development, floor plan development, renderings, elevations, HVAC system selection and initial coordination with AHJs, utility companies etc. and budget updates. Design Development phase is specific system reviews, including landscaping, interior design, casework review, detention booking and evidence systems, HVAC controls, radio system coordination, access control and security, surveillance, targeted division meetings and	All

Initiation Date:	Item:	Discussion:	Action by:
		review, and budget updates. Construction Documents phase is the final system overviews, detailed drawings, bid ready document and final budget updates	
12/5/25	20-3	<p>Working Group: Working Group met on 11/21/25. WG consists of TM, ATM, PD, DPW, Tecton, and Vertex. Next meeting is 12/12 and meetings will be scheduled for every two weeks to review project details. Will try to coordinate with PSAC meetings. 1/9/26 – WG meeting held on 12/12/25 and 1/9/26. Will be biweekly except for focused meetings as needed. CLOSED</p>	WG
12/5/25	20-4	<p>Schematic Design: Amendments have been submitted by Vertex and Tecton for SD to Bidding phase and are under review by TM and ATM. Site investigations at 100 Brick Kiln to start in January for test pits, borings, site survey, and ESA Phase 1. Sewer Project bids due soon. Need to coordinate site access with contractor. Tecton provided a schedule slide. SD community outreach to end of March. Geothermal review from 1/5 to 3/20/26 with well pricing, life cycle costs/ROI, upfront costs and reliability. TOF requested the site be reviewed for a master plan location for recreational and open space uses. Layout shall include WW project and PS footprint to determine remaining area. Overlap south drive and WW piping. Dual use parking lot for recreation/ballfield (need to contract Rec Dept). Comm tower may be needed. Tecton needs height and foundation requirements. GS suggested a meeting with DPH when discussing the holding cells. Tecton will file the permit on behalf of the TOF. Juvenile cells to be separate. 1/9/26 – Vertex and Tecton design to bidding phase amendments have been fully executed. Site investigations are starting with the ESA Phase1 scheduled for 1/15/26 onsite with Fuss & O'Neill. DPW Team and Vertex to attend. PM has aerial photos to share. Geotechnical borings scheduled for late January. Property survey is scheduled for week of 1/26 or 2/2. Tecton reviewed five (5) site test fit options that included the original (see attachment). Preferred option is #5, with a walkout basement for mechanical space possibly. Coordination will be needed to accommodate the layout of WW lift station design and matching cladding for the forward-facing PD auxiliary building. PM to forward WW contract drawings to team. Building address TBD. May not be 100BK. As discussed in WG meeting, geothermal system to be reviewed for ROI. PM to contact GPR to review traffic concerns and curb cut application with MassDOT at potential Route 28 driveway entrance (PD use only).</p>	Tecton
12/5/25	20-5	<p>Design Schedule: SD – 1/5 to 3/20/26. SB meetings 1/26; 2/23; 3/23 for SD approval. DD – 3/24 to 6/19/26. SB approval of DD in June CD – 50% in August Meeting schedule to be issued. TOF will have a new Town Clerk in May 2026 and has a new Asst Town Clerk. Asst Twon Clerk will be needed to decide in February or March if the project has a STM in October 2026 and Election/Ballot in November 2026 for construction funds. 1/9/26 – No updates this meeting.</p>	VTX
1/9/26	21-4	<p>Comparable Chart: Deferred to next meeting.</p>	Tecton /VTX
12/5/25	20-6	<p>Public Outreach: Community Outreach planned for the beginning of February and beginning of March 2026. 1/9/26 – Update by the PSAC to be provided to the Select Board at their 1/26/26 meeting, then a Community Forum to be scheduled for 2/2/26. Tecton to provide presentation by COB on 1/21 for review by BD, MR, and PJS for the SB packet on 1/22, and for review at next PSAC meeting on 1/23.</p>	All
12/5/25	20-7	<p>Cape Cod Commission: A full DRI (Developments of Regional Impact) may not be required. Review of Section 13(d) of the Cape Cod Commission Act and the Regional Policy Plan (RPP) required. Section</p>	TOF

Initiation Date:	Item:	Discussion:	Action by:
		<p>13(d) states: (1) the probable benefit from the proposed development is greater than the probable detriment: (2) .after a regional policy plan has been adopted in accordance with section eight, the proposed development is consistent with the regional policy plan and the local comprehensive plan of the municipality in which it is located if the municipality has adopted a local comprehensive plan which has been certified by the commission as consistent with the regional policy plan: (3) the proposed development is consistent with municipal development by-laws, or if it is inconsistent. the inconsistency is necessary to enable a substantial segment of the population to secure adequate opportunities for housing, conservation, environmental protection, education, recreation, or balanced economic growth; and (4) it the proposed development is located in whole or in part within a designated district of critical planning concern, it is consistent with the regulations approved or adopted by the commission pursuant to section eleven.</p> <p>1/9/26 – PJS requested Town Planner contact Cape Cod Commission to review project and schedule a pre-application meeting if necessary (building is > 10,000SF).</p>	
12/5/25	20-8	<p>Power Generator - A shared generator between PD and WW was briefly discussed but would impact the accreditation of the police department.</p> <p>1/9/26 – Will be reviewed during design. CLOSED</p>	All
12/5/25	20-9	<p>Regional Dispatch – No updates until November 2026.</p> <p>1/9/26 – Ongoing</p>	All
1/9/26	21-5	<p>Public Comment: None</p>	REC

A motion was made, seconded, and voted to adjourn the meeting at 3:28PM.

Next meeting: Our next meeting is scheduled for 1/23/26 at 2:00PM, in-person/virtual at Falmouth Fire Rescue Headquarters – 2nd Floor Training/EOC Room, 399 Main Street, Falmouth MA

Attachments:

OPM report
Tecton Test Fit Options #1 - 5

Falmouth Police Station Project Police Station Advisory Committee Meeting

In-person and Zoom Remote

January 9, 2026

- **Project Cost Overview**
- **Schematic Design**
 - **Working Group Update**
 - **Site Investigation Status**
 - **Test Fit #2**
 - **Comparables Chart**

- **Fall 2026 Town Meeting**
 - Based on Fall 2025 Town Meeting, cost for construction to be approx. \$65M
- **Construction cost estimates**
 - 75% SD – Send to estimator on 2/27/26
 - 75% DD – Send to estimator on 5/22/26
 - 50% CD – Send to estimator on 8/7/26

- **Schematic Design** - initial site plan development, floor plan development, renderings, elevations, HVAC system selection and initial coordination with AHJs, utility companies etc. and budget updates
- **Design Development** - specific system reviews, including landscaping, interior design, casework review, detention booking and evidence systems, HVAC controls, radio system coordination, access control and security, surveillance, targeted division meetings and review, and budget updates
- **Construction Documents** - final system overviews and budget updates

- **Working Group Update**
 - Meeting on held on 12/12/25 and 1/9/26. Will meet every 2 weeks or as needed to review details. WG includes TM, ATM, PD, DPW, Tecton, Vertex

- **Site investigations and schedule**
 - ESA Phase 1 – Scheduled for 1/15/26 by F&O
 - Geotechnical – Test pits and borings; DPW assistance
 - ESA Phase 2; Soil testing TBD
 - Property Survey/Existing Conditions Plan - TBD

- **Test Fit #2**

- Requested to indicate open/recreation space
- Shared public parking
- Great Pond WW project corridor
- Possible WW discharge area

- **Comparables Chart**

- Recent PD and PSB projects indicating SF, actual construction cost, and total project cost
- Escalated to match Falmouth Police Station timeline

- Schematic Design 1/5 to 3/20/26
- 75% SD Cost Estimate 3/20/26
- Design Development and FFE 3/24 to 6/19/26
- 75% DD Cost Estimate 6/20/26
- Construction Documents and FFE 6/22 to 10/9/26
- 50% CD estimate 8/30/26
- Contractor Pre-Qualification 8/1 to 9/30/26
- Bidding 10/1 to 11/30/26
- Special Town Meeting 10/15/26 TBD
- Election/Ballot 11/4/26
- Contract Award 12/15/26
- Construction 1/2027 to 5/2028

Brick Kiln Road Test Fits

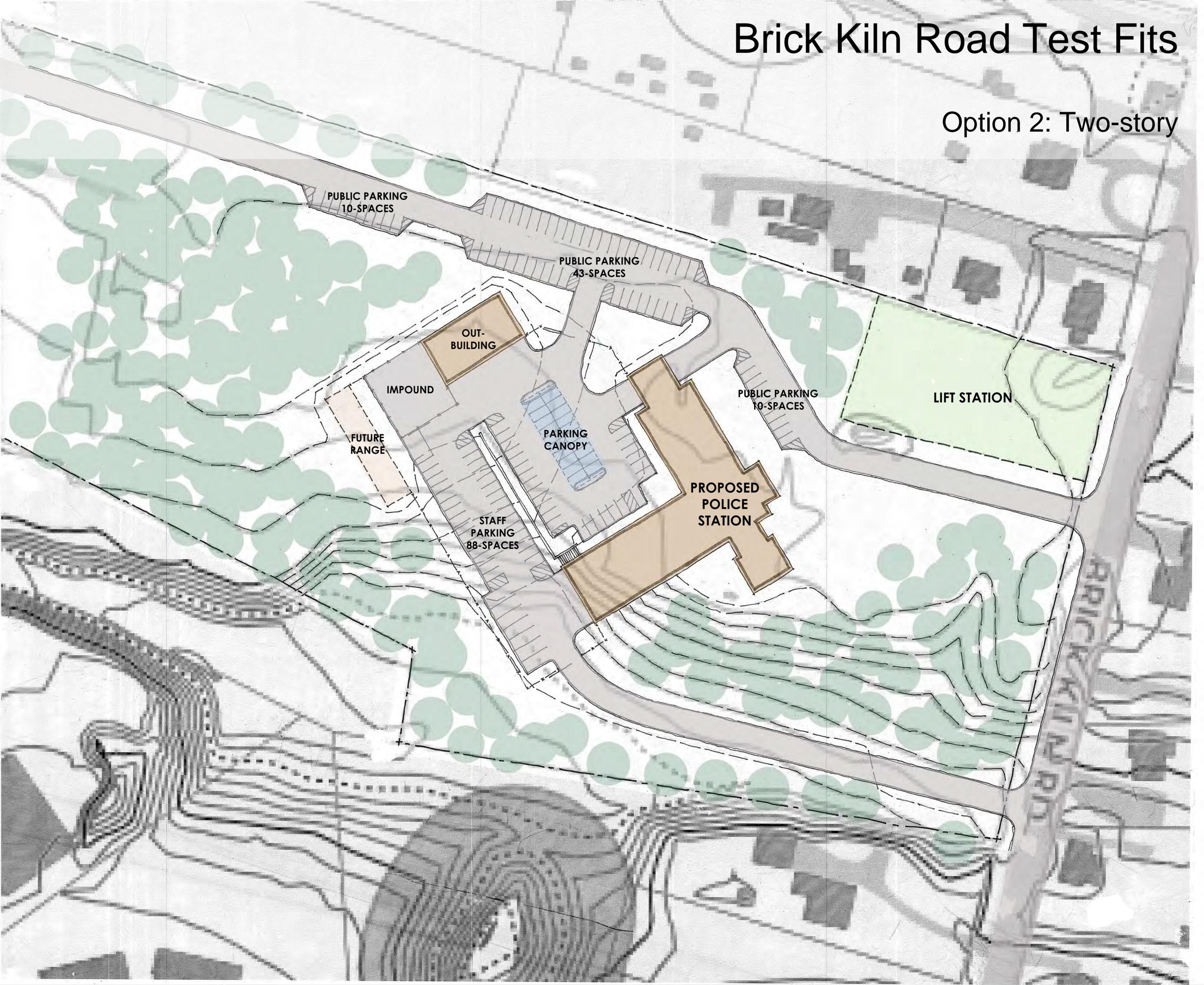
Option 1: Two-story



1:40

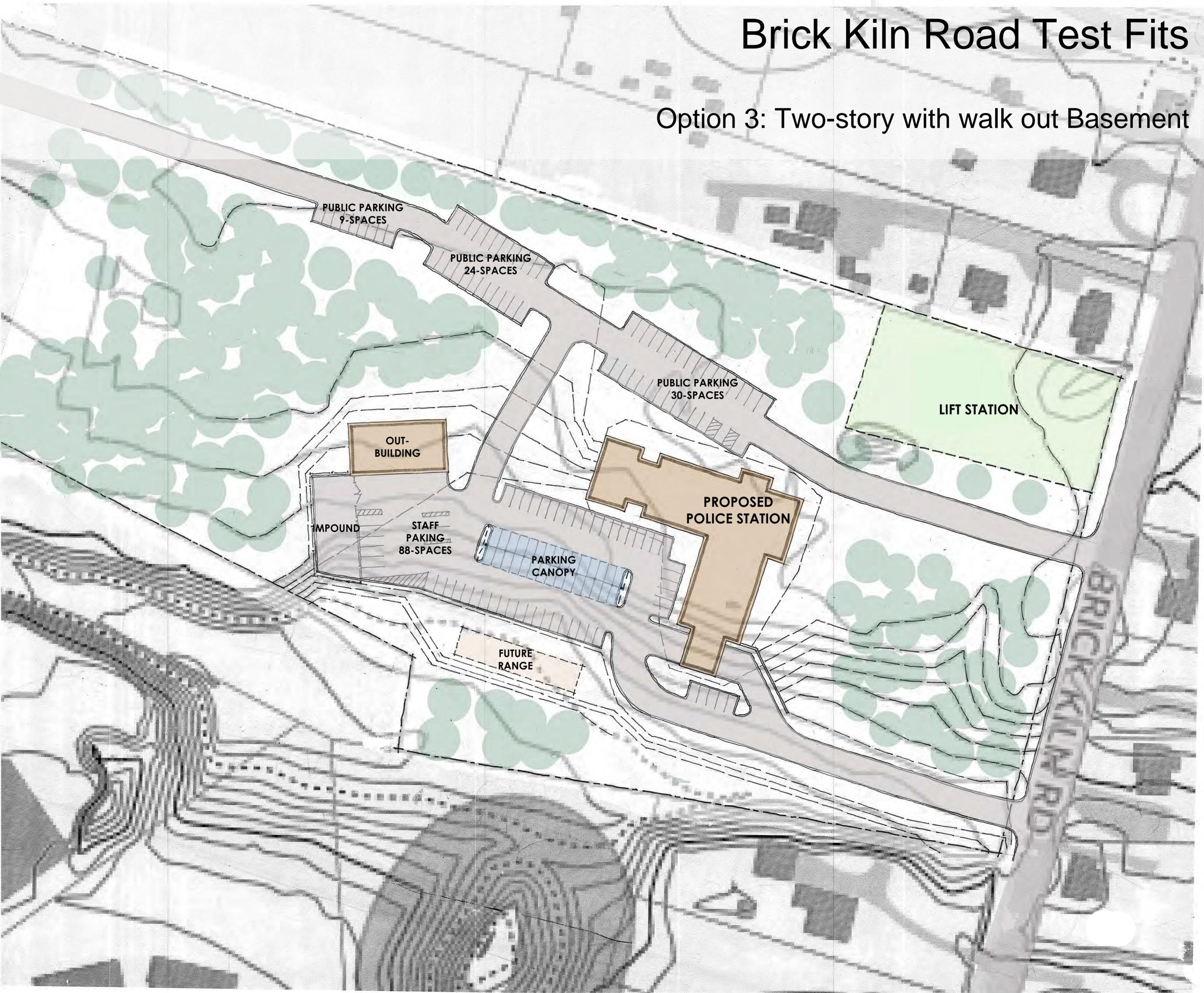
Brick Kiln Road Test Fits

Option 2: Two-story



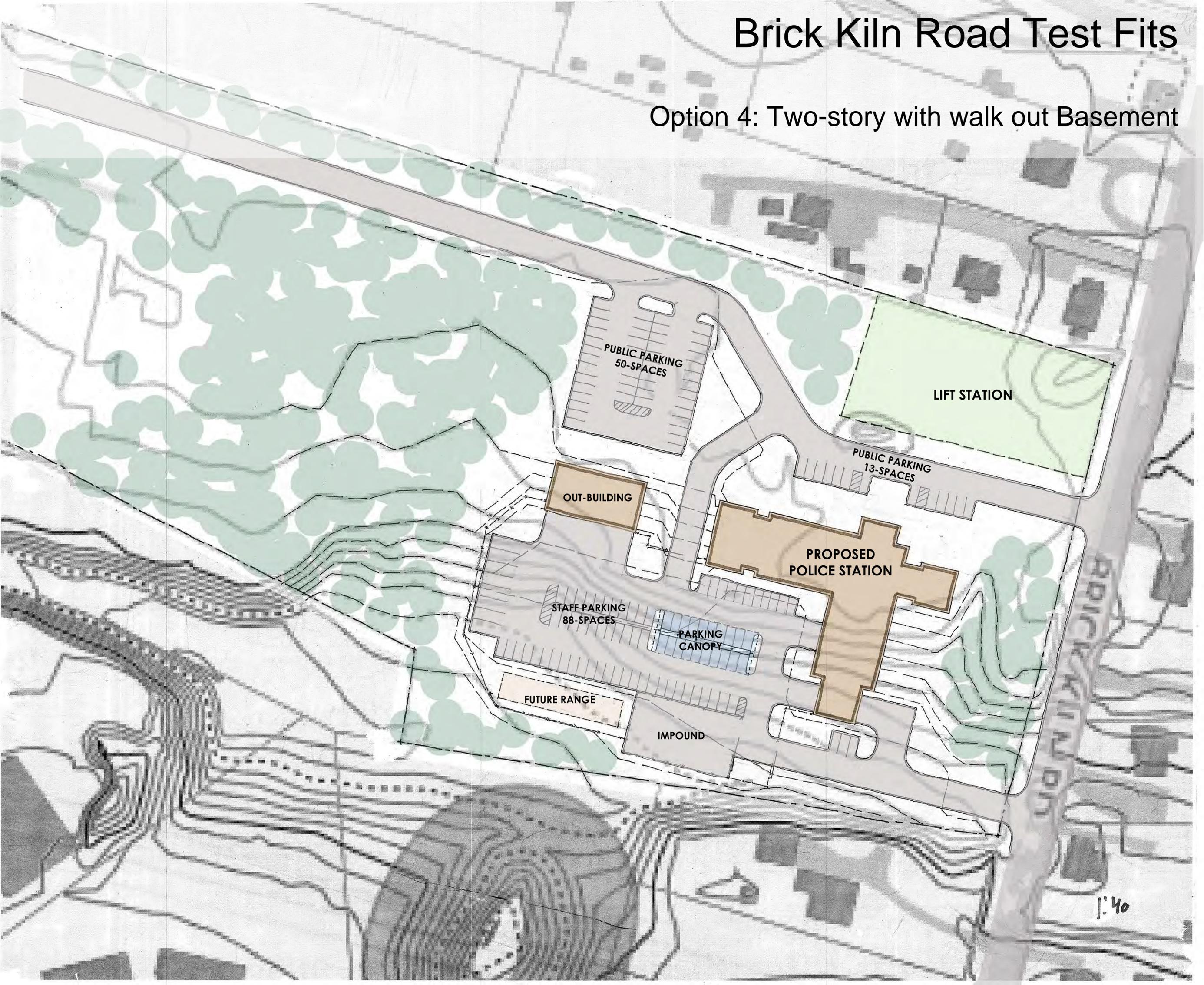
Brick Kiln Road Test Fits

Option 3: Two-story with walk out Basement



Brick Kiln Road Test Fits

Option 4: Two-story with walk out Basement



Brick Kiln Road Test Fits

Option 5: Two-story



PUBLIC PARKING
18-SPACES

PUBLIC PARKING
45-SPACES

LIFT STATION

PROPOSED
POLICE STATION

STAFF PARKING
88-SPACES

PARKING
CANOPY

OUT-
BUILDING

FUTURE RANGE

IMPOUND

BRICK KILN ROAD

1:40