

**Emergency Services Building Committee Minutes
August 21, 2017 @ 4:00 PM at the Fire Station**

NOTE: The meeting originally scheduled for August 15th was postponed to August 21st because the meeting notice was not legally posted.

Meeting called to order at 4:10 PM

Committee Members present: Skip Dunnell, Steve Seredynski, Bernie Porada, Rob Leighton, Kevin Connolly and Willie Morales.

Motion to accept minutes of the Aug 1st meeting, seconded and passed.

Deed Status: Legal Counsel from Koppleman & Paige to reply back to Willie this Wednesday with sample wording for the deed.

OPM Status: Review and discussed price proposal from Cardinal. There were several questions regarding the 1st phase breakdown for \$16,590.00. Steve questioned the hours and meetings. The 1st phase appears to be selection of the design professional including qualifications, grading, interviews, negotiate fees and contract. There seemed to be duplication on some items already addressed. We felt the Project Scope couldn't be determined or designed because we still didn't know what will fit on the parcel.

Willie clarified that the committee selected Cardinal and the Selectboard has moved forward, but Cardinal is not under contract and we are at the point of clarification and negotiation. Willie contacted Cardinal to set up a preliminary informational meeting or phone conference to clarify our needs and the price proposal. We will need to provide Cardinal with the reduced square footage of the complex from the original Space Needs Assessment. Skip will add up the footage reduced by each department for a total.

Conservation Commission update: We have received the written Determination of Applicability with conditions. A negative determination was found on the wetlands with conditions of drainage and work in the buffer zone. The Commission wants to be kept informed as the project moves forward. Skip to e-mail a copy to each Committee member.

There being no further business a motion by Bernie Porada to adjourn was seconded by Kevin Connolly and passed at 4:55 PM.

Respectfully submitted,

F. M. "Skip" Dunnell III, Fire Chief