

Emergency Services Building Committee Minutes
April 5, 2017 @ 4:00 PM at the fire Station

Committee members present: Skip Dunnell, Mark Fortier, Steve Serendyski, Tracy Rogers, Bernie Porada, Kevin Gray, David Quinn Jr., Rob Leighton, Paul Boushell. Absent were Kevin Connolly and Tom Newton.

Motion to approve the minutes of the March 20th meeting. Seconded and passed.

Questioned status of the deed being registered? Paul Boushell reported we had the Mylar map in possession from Dale Merritt. Paul was holding off getting it to the Registry of Deeds pending the possibility of an easement for access for 91 Main Street. Paul was to check with Brian Noble and Mr. Merritt regarding the easement.

Focus from last meeting was all Emergency Services were to evaluate the Space Needs Assessment from Brian Hume and make any possible cuts in square footage where possible. Fire, EMS, Police and EMD discussed their findings. Going room by room the committee discussed the reductions. During the discussion further cuts were made including the elimination of the community room and downsize it by 50% for the combined use of training, meeting room and EOC when needed. This reduced the size of the adjoining kitchen facilities and the parking required for public events. The apparatus bays were reduced by 1,200 sq. ft. by having 15' wide bays. Steve Serendyski kept a rough total and said we had reduced the overall space by over 3,000 sq. ft. or more than 10% of the original plan. An exact total was to be determined.

Next steps were discussed.

A motion was made to request a Determination of Applicability from the Conservation Committee regarding the wet areas. Seconded and Passed. Dave Quinn Jr. was to submit the request.

A feasibility study or conceptual design was discussed for moving the project forward. It was felt the conceptual design could incorporate the feasibility study. An Owners Project Manager (OPM) should be on staff prior to the design phase. Tracy spoke regarding the FRCOG assisting with developing the Request for Proposal (RFP) for that position. Motion was made to have the FRCOG to help. Seconded and passed with 1 abstention.

It was felt the committee needed to get together after the Request for Determination, the easement information and RFP from the FRCOG was done.

The next meeting is scheduled for Monday May 8th @ 4:00 PM at the fire station.

Motion made to adjourn at 5:34 PM. Seconded and passed.

Respectfully submitted,

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