

**TOWN OF NORTHFIELD**  
**EMERGENCY SERVICES FACILITY BUILDING COMMITTEE**  
**WEDNESDAY, MAY 25, 2022, AT 4:00PM**  
**VIRTUAL HYBRID (ON-LINE) MEETING**

**MINUTES**

1. **Call To Order**
  - a. Meeting called to order at 4:04PM
  - b. Committee attendance: Chief Jon Hall, Alex Pirozhkov, Bernie Porada, Chief Skip Dunnell, , Kevin Connoly, Stephen Seredynski, Chief Mark Fortier, Andrea Llamas; Absent; Heath Cummings, David Quinn
  - c. Consultants: John MacMillan, CBA; Tony DiLuzio, Colliers
  - d. Public Attendance: Bee Jacque, Annie Chapell
2. **Previous Meeting Minutes**
  - a. Meeting minutes of May 11, 2022; not available, table to next meeting
  - b. Resend April 27 minutes without DRAFT
3. **Budget, Contracts, Invoices**
  - a. Colliers (OPM) Amendment: Colliers has submitted and signed agreement including the next phase of OPM services thru bidding. The next phase as stipulated in the agreement is an amount of \$90,788.00. The Town needs to issue a Notice to Proceed with Phase 2 of the Agreement for OPM Services dated October 21, 2021. Recommendation of Bldg Comm to the Selectboard. BJ would have discussion with Chair on next steps. Tuesday the 31<sup>st</sup>, Skip to attend Target June 14 for Sb approval. June 8 for Bldg Comm.
  - b. Town meeting approved \$1,000,000.
  - c. Colliers invoice for OPM \$10,599.67 motion to approve KC SS seconds Roll call Unanimous
  - d. OTO \$7,800.00 invoice for Geotech services Motion KC, BP seconds Roll call vote SS Partial payment Roll Coll unanimous.
4. **Designer Selection Update**
  - a. CBA Contract Amendment: Coalo Bieniek current agreement stipulates \$505,150.00 through bidding phase. The Town will need to issue a Notice to Proceed with Phase 2 of the Designer Services Agreement dated March 23, 2022 ( see above for process and approval)
  - b. Designer Services: Current update from John MacMillan, CBA – larger plans delivered, SD discussed Decon and turnout gear areas currently the areas are defined but not detailed. Further detailing and system ventilation will need to be designed to accommodate applicable standards and best practices for separation of hot/cold zones. JMac completed program and concept plan received some feedback on the plan and program. No major



issues but could be revised during Phase 2. With selection of the site CBA will prepare an estimate for the selected site.

**5. Proposed Site Investigation**

- a. **Geo Technical Update:** Colliers has provided draft results and design recommendation to the committee and the design team. Borings and test pits conductive have demonstrated that the subsurface conditions are suitable for development and support building construction. The design and engineering will need to address ground water and stormwater. Site development will need to be designed and permitted accordingly, but we do not anticipate extraneous mitigation efforts.
- b. **Site Selection Matrix Update:** SS indicated possible to relocate houses but nothing official MF requested at Town meeting public come forward if anyone has any sites in mind. AL could issue an RFP for sites but would need requirements for site criteria. Meeting to be held to draft requirements public process would be a couple of weeks. MF motion to request the Town Administrator to issue an RFP for potential sites publicly to accommodate the proposed Public Safety Facility, Seconded by SS, Motion passed unanimously.
- c. **SS can we endorse the current site regardless of the RFP process?** SD would like to look at concepts for the same site. J Mac advised they did show the drive thru bays but may require more site work. Pull the building closer to Main Street and pull the App bays out back.
- d. **BP make it clear that the RFP will be for land only and must be from the Property Owner with Water, Sewer, and 3 phase power.** BJ in public meeting we can still address any questions as to the site matrix and the criteria of evaluation. BP we need to advise that we would need to fund any additional property and possible loss of tax revenue.

**6. Public Comment Period**

- a. **Annie Chapel Proposed site is close to the 50' wetland boundary** Notice of intent would need to be filed and we would work with the Conservation commission for an order of conditions. Concerns for the warming of water that would be feeding the Connecticut river.
- b. **AC What needs to be presented for the RFP process?** AL advised it would be a publicly advertised and presented at a selectboard meeting.
- c. **BJ advised that the selectboard is another opportunity to address questions.**
- d. **AC questioned that some rooms seem like they could be scaled down further.** SD advised the current plan has been pared back several times and we need to plan for future not just what we have at this time. MF offered to have anyone interested visit the EMS and or Fire Stations to review the current conditions.

**7. Next meeting Adjournment**

- a. **Next meeting would be June 8, 2022, 4:00PM**
- b. **Motion to adjourn by SD seconded by KC 5:13PM unanimous.**



AGENDA ITEMS LISTED ARE THOSE REASONABLY ANTICIPATED BY THE CHAIR TO BE DISCUSSED AT THE MEETING. NOT ALL ITEMS MAYBE DISCUSSED AND OTHER ITEMS NOT LISTED MAY BE BROUGHT UP FOR DISCUSSION TO THE EXTENT PERMITTED BY LAW.