

TOWN OF NORTHFIELD
EMERGENCY SERVICES FACILITY BUILDING COMMITTEE
THURSDAY, FEBRUARY 8, 2023, AT 6:00PM
VIRTUAL HYBRID (ON-LINE) MEETING

MINUTES

1. Call To Order
 - a. S. Dunnell called the meeting to order at 6:02PM
 - b. Committee attendance: Chief Skip Dunnell, Stephen Seredynski, Chief Mark Fortier, Chief Jon Hall, Bernie Porada, Andrea Llamas, Heath Cummings.
 - c. Consultants: John MacMillan, CBA; Matthew Sturz, Colliers; Anthony DiLuzio, Colliers.
 - d. Public Attendance: Emilee Klein, Sarah [surname not recorded], Joann [surname not recorded], Bee Jacque, Pamela Eldridge, Lynn Hansell.
2. Previous Meeting Minutes
 - a. Meeting minutes of January 19, 2023;
 - i. Motion made by M. Fortier to approve, Second by J. Hall
 - ii. Motion PASSES, Unanimous by roll call vote.
3. Budget, Contracts, Invoices
 - a. Invoices presented for approval:
 - i. SWCA invoice #158914, in the amount of \$4,993.26, dated December 21, 2022, for Wetlands Delineation Services.
 - ii. Colliers advised that this invoice had been reviewed, and that they were recommending approval by the Town.
 - b. Motion was made by M. Fortier to approve the SWCA invoice as presented, Second by J. Hall.
 - i. Motion PASSES, Unanimous by roll call vote.
4. Design Review
 - a. CBA presented a floor plan of the proposed facility, identifying the Fire, EMS, and Police zones which remain principally the same since the last time this material was presented.
 - b. CBA presented building exterior elevations, and advised that a Variance application is being pursued so that the building can be sited closer to Main Street. This led the design team to consider how the apparent size of the building could be visually minimized, as it is approximately 190' long.
 - c. In the interest of visual balance and interest, a gabled element was added to the Main Street façade.
 - i. In reviewing the updated color-rendered elevations, CBA explained that this element had been recessed into a false-dormer, keeping the visual interest of the gable element while eliminating the front

projection. This area would also serve as an expanse of blank wall on which to mount lettering/signage for the building (currently "Northfield Emergency Services Facility").

- d. CBA explained that the Apparatus Bay had been lowered by approximately 4' to reduce the apparent size of this element relative to the scale of the rest of the building, while also reducing the need for fill material as the site slopes toward the rear.
- e. Presenting an updated color rendering of the Main Street elevation, CBA explained the change to mansard roofs, so that the roofline would recede away from the viewer to reduce the building's apparent size.
- f. CBA advised that final colors for the building have not yet been determined. Material selections currently include cement board siding and trim, stone veneer wainscoting, and an asphalt shingle roof.
- g. CBA advised that the cupola shown in these renderings is in the documents as an Alternate, meaning that it will be included should the bid process yield a favorable number.
- h. CBA explained the addition of eyebrow arches at the Apparatus Bay doors, to soften the industrial feel of a building with large garage doors.
- i. CBA advised that there is a 75' antenna, which has been located at the back of the Apparatus Bay to position it as far back as possible on the site, in an effort to reduce its visual impact.
- j. The Apparatus Bay / Pre-Engineered Metal Building has been conceived in a darker color, so that it recedes visually into the woods behind the building in an effort to reduce its visual impact.
- k. Two versions of the perspective views were prepared by CBA for consideration – one in a warmer color palette, and one using cooler colors. Either could be viable, though CBA suggested that the cooler tones present a more "formal, business" appearance and may more closely mimic the Library next door.
 - i. In reviewing these views, CBA explained changes to the window detailing to increase the visual interest while relating the windows to the prevailing/most common user experience of the building (exterior).
 - ii. The stone veneer shown in each option would be horizontally-coursed, about 2" deep, and would be adjacent to cement board siding, clapboard, shake siding, and/or panel siding.
 - iii. CBA advised that additional landscape screening would be provided to obscure the Apparatus Bay doors and structure.
- l. A bird's-eye view of the building was shown looking diagonally South along Main Street, in both the cool and warm color palettes. This was compared to the previous iteration of the rendering to showcase the changes.
- m. CBA concluded their presentation with a series of images showcasing some of the different stone types being considered for the building exterior.
 - i. Colliers asked to clarify if CBA intended for the trim to be white adjacent to the stone veneer, as shown in one of the precedent images. CBA confirmed that the trim was envisioned to be white or neutral

gray/beige. The intent will be to use traditional materials and style given that this building will be within the Historic District.

5. Public Comment Period

- a. S. Dunnell advised that the Committee was seeking public comment, as this was the first rendering that had been released since the building square footage had been pared down in the final configuration. The project is reaching a point where final decisions will need to be made regarding the building appearance, so that it can be put out to bid.
- b. A question asked whether the roof over the front entry porch was to be flat, which CBA advised that it was, with drainage from roof leaders that would tie into the site drainage. A follow-up question was asked about the anticipated lifespan of the roof, which CBA advised was 30-40 years for the sloped asphalt shingle roof.
- c. A question was asked regarding the purpose of the cupola atop the building. CBA responded that it was in keeping with several other large buildings in Town which have them, but also as a functional element of the HVAC system to provide ventilation and exhaust air via louvers. A further benefit would be aesthetic, to break up an otherwise very long roof line.
- d. With the amount of roof area, the question was asked whether solar had been either incorporated or considered. CBA explained that it had, although there is not a lot of roof area that is oriented optimally for solar PV production. CBA added that the roof will be designed to accommodate future solar panels from a structural standpoint, as is required by Code.
 - i. M. Fortier added that this issue had been studied in conjunction with the Energy Committee. Colliers added that Eversource has also been consulted about this issue twice so far, and that the project team is working with them to ensure as much MassSave or other rebates and incentives as possible are captured.
- e. P. Eldridge commented that the stone façade to recall the Library was a nice gesture, and further appreciated the cupola because the existing Fire Station has one. She suggested reusing the weathervane from the existing cupola. Further feedback centered on the false dormer, which appeared in her opinion to be odd in the context of the overall building. There was also a question about the distribution of windows on the building being mostly toward the south end of the building and fewer toward the north end.
 - i. CBA advised that the northern parts of the building contained the Booking and Locker Rooms/Shower and deliberately did not contain windows. This also created the blank section of building wall that would contain the lettering for the building signage.
 - ii. In ensuing discussion about the incorporation of stone into the design, B. Jacque advised that the larger stone sizes would be more in keeping with the Library façade.
- f. P. Eldridge also asked about where the Police cars would be parked. CBA responded that occasionally they would be in the Sallyport, but would otherwise park outside (with an Alternate for a carport canopy structure

pending the receipt of favorable bid pricing). The portico roof was discussed in this context, and CBA explained that its purpose was as a shelter to get out of the elements, a spot to sit down on benches, etc. S. Dunnell advised that the dimensions of this space are approximately 12' x 28', ample size for a seating area.

- g. The Radio Tower was discussed. S. Dunnell advised that the project team is still evaluating the need for this tower, but that the antennas will need to be above the roof line for Fire/EMS dispatch, Highway, and MEMA.
- h. A question was asked about how far the new proposed building would be from the road. CBA responded that it was approximately 50' from the right of way, with the meeting room extending to about 25'. In response to a follow-up question about extending the sidewalk, CBA advised that this had been discussed with the Committee and was being evaluated as an option.
 - i. A. Llamas advised that this right-of-way belongs to MassDOT and this will need to be coordinated with them, and be designed in accordance with their standards.
- i. S. Seredynski opened discussion about the naming of the building.
 - i. P. Eldridge suggested removing the word "facility" from the name because it sounded too institutional.
 - ii. S. Dunnell suggested "Northfield Public Safety", which was discussed at length. S. Seredynski suggested adding either "complex" or "facility" in acknowledgement that this building would combine several departments.
 - iii. A MOTION was made by S. Dunnell to name the new proposed building "Northfield Public Safety" with subheader "Police, Fire, EMS". MOTION was seconded by J. Hall.
 - 1. Discussion ensued about the prominence of the "Northfield" lettering. It was determined that this text should be the same size as the rest of the building title.
 - 2. MOTION PASSES, unanimously by roll call vote.
- j. S. Seredynski suggested having a date of building construction (similar to the convention used at Town Hall) on the portico. CBA advised that Code requires that the building Address (121 Main Street) be visible, and that this was what they planned on including.
- k. In response to a question in the chat, CBA advised that the roof would be designed to have a minimum 40-year lifespan.
- l. CBA advised that all site lighting will be equipped with cutoffs and there will be no light extending beyond the property line. This will also be able to be adjusted with lighting controls being designed into the project.
- m. Lynn Hansell noted a preference for a warmer yellow color for the building. CBA will take this under advisement.
- n. P. Eldridge expressed a preference that the stone veneer match the library stone as closely as possible, as CBA are intending. A further question asked whether arches could be incorporated at the front entry and throughout the front of the building. CBA will take this under advisement and try to incorporate these at the front porch and other areas.

- i. B. Jacque agreed with this notion for the front portico. CBA suggested incorporating simple arches between the columns. After discussion, all agreed that this change was preferred, CBA to incorporate this into the final design.
- o. The minimized profile was strongly preferred relative to the gables. There was also support expressed for the darker coloration of the Apparatus Bay to assist it in receding into the woods visually.
- p. In response to a question about the architectural eccentricity of the front porch/portico, CBA advised that this was intentional, to call attention to the front door of the building.
- q. B. Jacque appreciated that the cupola had a practical use in addition to an ornamental one, and suggested that CBA incorporate images of the other cupolas in Northfield for future public presentations. A follow-up question was about the geometry of the columns, and whether Greek-revival or round columns had been considered. CBA advised that these had been envisioned in a Craftsman style in keeping with the rest of the building.
 - i. Discussion continued about the size of the hip roof over the Meeting Room, which CBA advised had been designed to improve the chances of being approved for the needed Variance. The gable height of the initial configuration was discussed and CBA advised that it was approximately 24'.
- r. It was suggested that the false dormer be made an arch instead of a pointed gable. CBA took this under advisement and will incorporate this change.
 - i. In subsequent discussion, J. Hall suggested that the front of this false dormer could be a window. This was further discussed among the Public and the Committee; CBA to continue to study this area.
- s. CBA explained that Massachusetts procurement laws are such that CBA must specify at least 3 acceptable products for stone, siding, etc. and that final color selections will be made once the Contractor submits their proposed product line. The Committee will continue to receive public input as this information is finalized and decisions need to be made.
- t. Signage and lighting were discussed. CBA advised that there do not appear to be any regulations on this in Town and opened discussion about what the Committee and Public would like to see for lighting. CBA further advised that backlighting the lettering might be problematic due to the uneven surface of the siding, and was planning to proceed with uplighting to wash the lettering from the landscape.

6. Next Meeting / Adjournment

- a. The next Meeting will be scheduled for 2/15/2023, at 4:30pm.
- b. Brief discussion ensued about the timeline of other upcoming meetings and filings. PLACES has formally submitted the ZBA and MassDOT filings.
- c. Motion to adjourn by M. Fortier, seconded by H. Cummings, 7:29PM, passed by unanimous roll call vote.

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.