

Emergency Services Building Committee
December 7, 2021 @ 4:00 PM on ZOOM

Committee Members Present: Skip Dunnell, David Quinn Jr., Kevin Connolly, Bernie Poroda, Alex Pirozhov, Mark Fortier, Steve Seredynski, Andrea Llamas, Heath Cummings and John Bates from Colliers sitting in for Tony DiLuzio.

Minutes were not sent out from the last meeting. Minutes for both meetings will be sent out by Skip Dunnell.

OPM: Andrea reported the contract had been negotiated and signed by the Selectboard to Colliers for Tony DiLuzio to be our OPM. Final contract costs were questioned and Andrea will forward them to the committee members.

Phase 1: 2 RFP's were received out of 16 by the Town for geotechnical services from Places & Associates and Guntlow & Associates. There were some differences in the scope and costs. Steve Seredynski questioned what they entail, so John Bates gave an overview of site, field, office surveys and Guntlow & Associates had included cost for a land survey. Colliers will review both RFP's, evaluate and advise.

Property Acquisition: It was questioned were the Selectboard stood with land negotiations? Andrea reported a letter of interest was sent out about 3 weeks ago but nothing has been heard yet. Skip will contact the landowner directly.

Designer Selection: There were questions for John regarding the cost and time needed for the design phase. Updates and comments will be needed before the posting the advertisement for the final design on January 11th. Site work should be completed by January. Site analysis should be done by March. If additional funds are needed there is a Special Town Meeting scheduled for January 24th. Skip questioned that after the site visit, Tony was to do a preliminary design (sketch) of the facility on the property similar to what he did behind the fire station? Should we expend any money for design before land acquisition and site surveys? John will check with Tony on the preliminary design. Steve wants to have the information brought to Town Meeting by March.

Public Information: Kevin Conolly questioned how the information is getting out to the townspeople. What about social media? Facebook wasn't the best media as the whole world sees it. It should be more local. Steve recommended meeting minutes and recordings of the meetings be posted on the Town website. The "Nextdoor" website was also mentioned to get information out to Northfield residents. Andrea to set up a ESBC page on the Town website and will start recording the meetings. Skip will send the meeting minutes out for posting.

Next Meeting tentatively set for January 18th @ 4:00 PM at the Town Hall.

Release of the designer RFP will be after the January 18th meeting.

Motion to adjourn made by Kevin Connolly and seconded by Steve Seredynski – **PASSED**

Respectfully submitted,

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