

Minutes – April 10, 2018

Fire Department Facility Advisory Committee

Present: Tom Finnegan (Committee Chairman), Harry Nelson, Scott Talbot, Wes Staples, Graham Gitchel, Clyde Simino, and residents Jason Bafundi and Randall Walter.

Meeting convened at 7:05 pm.

The minutes of the March 26 meeting were read, edited, and accepted.

Available for information and discussion were a survey map which covered the parcel of land owned by the town before the purchase of the additional lot behind the fire station and a checklist of issues for a feasibility study for land development.

To streamline the RFP procedure and minimize the cost, the committee needs to be as specific as possible as to what information is needed. Among the information which the committee can provide upfront to a potential bidder is:

- A current land survey. Harry will work with JoAnn to secure an updated survey map which includes the whole town parcel. It is hoped that it can be obtained within a month. It was noted that deed research can take time, but the positive of that is that there are only three abutters.
- Well data. Much discussion followed on this item. What is the gpm of the present well? Will the well continue to be shared with the Town Hall? What is the depth of the well and the pump?
- Septic system(s). What is the occupancy of the Town Hall? Village store?
- Power. What is the power supply to the current building?
- Building plans. Committee has in mind an 8-10,000 square foot structure, with 6-7 bays. Single story, no double depth parking, maybe drive through? Office space for both department and Emergency Management.
- History. The Scully report will be made available. This will also include truck information for turning radii, etc.
- Building use. The present building must be able to remain active during all work but will be razed after construction of the new facility. This space will then be available for other uses.
- Plan for future growth.

In regards to the feasibility checklist, since the committee has been directed by the BOS to advise on the structure, Graham will generate a Google document to be distributed to members via email so that each may comment on or otherwise add suggestions to the relevant issues to be presented within the RFP. The underlying question to be answered is: What is to be learned from the site feasibility study?

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The issues which the land shares with the Town Hall and the village store should be kept separate in terms of cost from any costs relating to the fire station project.

The committee hopes to participate in the discussion with the BOS when the bids are returned and opened. It is important that the committee be able to explain all the parts of the proposal.

Next meeting was scheduled for Tuesday, May 1, 2018 at the fire station.

Meeting adjourned at 8:20 pm.

Respectfully submitted,

Rachel Bartlett