

Fire Department Advisory Committee

Minutes March 21 2019

Meeting convened 7:00 pm

Present: Tom Finnegan, Harry Nelson, Wes Staples, Bob Bartlett, Scott Talbot, Jason Bafundi, Dean Priebe, Graham Gitchell.

Minutes of meeting March 5, 2019 were read and accepted.

The meeting began with clarification from Tom Finnegan that the plan prepared by Rob Hitchcock that showed wetland lines were NOT submitted to state officials.

As far as can be determined the Board of Selectmen have not discussed the septic issues at town hall any further except to note that repairs have been made and that system is on line. No word has been received relative to the Board using any of the \$50k appropriation for town hall septic repairs or replacement.

Discussion turned to our next step in the process - a RFP for design. If an architect is consulted at this time it would be for preliminary conceptual plans ONLY. The Firefighters need to focus in on exactly what they would like/need in the proposed station. A great deal of discussion followed with the following points covered:

- What will \$50k actually get us?
- Is this project going to be spread over more than one year?
- Fire Dept members need to determine size of building.
- Any plans now will be strictly conceptual.
- What are the future needs of the Fire Dept.?
- Wood vs Steel...no need to focus on those issues at this time.
- Should still consider visiting some stations in the future including some that have been up for a few years. Lempster and Spofford were mentioned. The purpose here is to see what they would have done differently, if anything.

At this point Dean felt that there was plenty of talent at this table to prepare a preliminary concept plan without expending any funds. Wes Staples presented a plan he had drawn using past discussions, plans from other towns that Bob had shared with the members, and his personal expertise. It was well received and used for discussion purposes with the following measurements used for initial planning:

1 office 12 x 12

- 2 meeting room 12 x 20 and then increased to 20 x 30 possibly.
- 3 boiler room/utility 12 x 10
- 4 two baths each 12 x 12
5. decontamination room 121 x 10
6. Maintenance area to be determined
7. Building 120 x 60
8. fourteen foot square doors

Using Graham's plans and Wes's plans combined it was decided to develop the conceptual drawing with the assistance of Dean before any RFP can be prepared. Tom will work on the RFP using samples from previously obtained samples. A new meeting date will be determined following the completion of the concept plan and further preparation of a RFP.

Meeting adjourned at 8:05 pm

Respectfully submitted,

Rachel Bartlett