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BY: LK

Fire House #2 Building Committee



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**FIRE HOUSE #2 BUILDING COMMITTEE REGULAR MEETING
9 AUGUST 2017**

**NOTE: THESE MINUTES ARE SUBJECT TO CHANGE AND APPROVAL AT
A FUTURE MEETING OF THE COMMITTEE**

CTO

Chairman Rich McCarty called the meeting to order at 7:35 p.m. In attendance were Committee Members Kevin Czarnecki, Ron Hitter and David Waters. Also in attendance was Dave Chaloux.

MINUTES

Mr. McCarty made a motion to approve the minutes of the July 26, 2017 meeting. The motion was seconded by Mr. Czarnecki. Motion carried 4-0.

PUBLIC COMMENT

There was no comment by members of the public.

BUDGET UPDATE AND ACCOUNTING

At the meeting with the Board of Selectmen on August 7, 2017, comments were made by the BOS that implied that the cost of the new water line might not be part of the Committee's budget but might be funded from other sources.

STATUS OF WATER SUPPLY

The Committee agreed that in order to advance the water line location it would be helpful to have the relevant property lines staked so that it would be possible to determine where easement rights might be required. A motion was made by Mr. Waters and seconded by Mr. McCarty to authorize Mr. Burney to retain Doug Faulds to perform this work. Motion passed 4-0.

Mr. McCarty will also follow up with Mr. Burney on the status of the RFP to to perform the water line installation work. Mr. Hitter will continue to follow up with the adjoining owner.

REVIEW OF RFP RESPONSES

The Fire Commission at its meeting supported the Committee's determination of the acceptability and rank order of the two firms selected to provide the services described in the RFP. The Board of Selectmen at its meeting on August 7, 2017 appeared satisfied with the Committee's determination of Rob Sanders Architects LLC as the first choice. At the BOS meeting, Mr. McCarty noted that although the work could be characterized as a small house with a large garage, there are several specialty functions which are not typical of a residence that will need to be addressed and which have costs associated with them. Mr. McCarty also noted at the BOS meeting that the \$1,000,000 budget the Committee is operating under was determined by a prior administration and without much due diligence as to the scope and actual costs of work that needs to be done.

TIMELINES AND MILESTONES

The Committee noted that the actions of this meeting are consistent with the timeline and milestones the Committee contemplated. The specific milestones to meet are to install the waterline by the end of November so that the work area can be seeded and reestablished prior to winter, and to meet the information needs for the budget season and the Town Meeting in 2018.

REVIEW OF NEXT MEETING AGENDA TOPICS

The next meeting of the Committee will be on August 23, 2017.

The Committee noted that the Chief will need to address the operational issues of maintaining Fire House #2 functions during the renovations. This will require input from Mr. Sanders as to the feasibility of keeping the building open and phasing the renovations to do so, or whether all operations should be relocated while renovations are occurring. The Committee agreed that Mr. Sanders would be invited to attend the next Committee meeting and that topics in the agenda for the next meeting will include the same topics as those of the current meeting, plus a discussion as to the status of the A&E plans. Other topics may be added to the agenda as the Committee deems appropriate, subject to notice requirements.

PUBLIC COMMENT

There was no comment by members of the public.

ADJOURNMENT

At 8:03 p.m., a motion to adjourn the meeting was made and seconded and passed 4-0.

Respectfully submitted,

David Waters, Acting Recording Secretary

