

Fire Station Building Committee
Meeting Minutes
February 28, 2024
6:30 p.m.
Remote Meeting

Members Present:

Dawn Rand, Chair
Mitch Cohen, Vice Chair
David Parenti, Fire Chief
Daniel Brillhart, Fire Captain
John Rapa, Financial Planning Committee
Diana Nicklaus, Citizen-at-Large
Tom Reardon, Citizen-at-Large

Others Present:

Tim Alix, Colliers
Neal Aspesi, Deputy Chief
Amy Dunlap, HKT
Janet Slemenda, HKT
Marc Theiss, HKT
Todd Ashford, Colliers

Absent:

Scott Charpentier, DPW Director
Shawn Thompson, Facilities Manager

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1. APPROVAL OF MINUTES

John Rapa moved to approve the meeting minutes from February 28, 2024. Mitch Cohen seconded the motion.

Brillhart	"aye"	Reardon	"aye"
Cohen	"aye"	Abstain:	
Parenti	"aye"	Nicklaus	
Rand	"aye"	Reardon	

Motion carries over.

2. HKT DESIGN UPDATES

Amy Dunlap discusses design updates, including permitting activities, cost estimates, and the schedule, and presents options for the retaining walls for the fire station.

- Diana Nicklaus asks which retaining wall option the committee recommends, leading to a discussion about costs, aesthetics, and potential future parking issues. The committee unanimously voted for the battered wall, after concerns about the high cost of the terraced option.

Amy also discussed the alternatives for the project, including green options, energy codes upgrades, material options, HVAC options, and the antenna, and highlights the decisions that need to be made soon.

- The committee discussed the number of EV-ready charging stations to include in the project. Some members suggest to go with the town planners recommendation of six stations, while others propose to install 11 stations if a

- grant program can cover the costs. The committee agreed to six with conduit lines for five additional in the future.
- They agree to remove the antenna on the water tower from the project due to high cost.
 - The committee agrees to keep the standing seam metal roof for the project, citing maintenance and quality concerns with asphalt shingles.
 - They will schedule an outdoor daylight meeting to review bricks and other materials for the project with members agreeing to schedule a meeting in the near future.
 - Tom Reardon commented that no variance is needed for the height of the tower, if 20-foot front set back and the sign variance is square footage for the sign and top not the brick side supports.

3. COST ESTIMATE PRESENTATION

Tim Alix presents the project costs, explaining the construction estimate, alternates, furniture, fixtures, and equipment, fees and expenses, and contingency, resulting in a total project cost range of \$43 to 49.9 million. He talked about the hard cost, which is the construction, PV monitors and ready for PV system, new codes for windows, NVAC base system. The soft cost are furnishing, data equipment, security, program equipment, AV equipment and other specialty items. You then add the fees and expenses for the total cost. There will be a cost variation when it comes up for bidding of jobs.

- Break Down Construction Estimate (1,001 sq. ft)
- 30.9 million with alternates + 2.1 – 6.7 million Total \$ 33 – 37.6 million
- Furnishing .73 – 1.35 million
- Fees – Expenses 5.1 – 6.25 million
- Contingency 4.1 – 4.7 million Total \$43 – 49.9 million

Deputy Aspesi asked Tim Alix if in 2019 did they take in contingency, he said yes, 10%. Tim commented on comparing the 2019 to 2024 project design, 2019 was developed as part of a feasibility study with no detail, no survey, no engineering and about 12% less square footage. As of today, the 2019 project with escalation and adjustments is pretty close in cost with this project.

Mitch Cohen asked at what point do we get cost and decide. Tim responded that we need to talk about HVAC cost, but it will come as development progresses and when it comes out for bidders, the price will vary. The cost is tied to square footage.

4. SCHEMATIC DESIGN SIGNOFF

The committee votes to sign off on the schematic design, allowing the project to move into the design development phase. Diana Nicklaus accepted the schematic design, and Tom Reardon seconded the motion. All others in favor. Motion passed.

The committee discussed the need for a meeting to review the design development progress and decided to reschedule the originally planned meeting for March 8th to March 27th.

5. PUBLIC COMMENT

A question was emailed about the communication antenna. Chief Parenti stated that the cost of \$700,000 to \$900,00 is too high and suggests using the alternative of putting antennas on top of the station.

6. ANY OTHER BUSINESS

No other business was discussed.

7. ADJOURNMENT

John Rapa moved the committee vote to adjourn the meeting: Mitch Cohen seconded the motion: the roll call was taken as following:

Brillhart	"aye"	Rand	"aye"
Cohen	"aye"	Rapa	"aye"
Parenti	"aye"	Reardon	"aye"
Nicklaus	"aye"		

Respectfully Submitted,

Lorraine Thompson
Administrative Assistant