

**Fire Station Building Committee
Meeting Minutes
March 11, 2024
8:30 a.m.
In-Person Meeting, Fire Station Training Room**

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

1. APPROVAL OF MINUTES

Mr. Rapa moved to approve the meeting minutes from February 28, 2024. Captain Brillhart seconded the motion. All in favor. Motion carries over.

Brillhart	“aye”	Reardon	“aye”
Cohen	“aye”		
Parenti	“aye”	Not present at the time:	
Rand	“aye”	Nicklaus	

2. SINGLE POINT OF CONTACT

Ms. Rand moved the Single Point of Contact, number 7 on the agenda, up for discussion first because she feels the Chief should be the single point of contact for the project to avoid overwhelming the architects and the OPM. She emphasized the importance of everyone receiving the same information and having a discussion, while Mr. Cohen expresses concern about the process slowing down if only the chief can contact the architects and OPM.

Ms. Rand felt if we all submit questions individually, we’re not all hearing what comes back. Chief Parenti stated that every call or meeting with the architects or the OPM, we are being charged. It is better to discuss with the committee and make one call.

3. 911 MEMORIAL

Chief Parenti discusses moving a 911 monument to the station as part of the project, and the committee agrees to seek consent from the scout or family involved in the monument’s creation before proceeding.

4. REVIEW PRESENTATION FOR SELECT BOARD MEETING

Chief Parenti presents a draft of the presentation for the Select Board meeting, which includes information about the project’s history, design, and cost, and the committee provides feedback and suggestions for improvement.

5. DISCUSSION ON TOWN MEETING PRESENTATION

The committee discusses the upcoming town meeting, with Chief Parenti confirming that he will present the same presentation as the Select Board meeting, and the committee discusses the logistics and potential issues related to the presentation. The presentation will be after the CIP items.

Resident Henry Squillante feels the town residents need to know about the project. The board will go forward with the Town meeting presentation.

6. SCHEMATIC DESIGN COST ESTIMATE DISCUSSION

Mr. Rapa suggests the committee meet to discuss the alternatives and cost of some items. There was discussion on the number of EV stations on this project and who owns them.

Mr. Cohen wants another meeting with OPM Tim Alix about alternate design and continue discussion about the schematic with HKT also.

7. DISCUSSION ON DESIGN REVIEW COMMITTEE STATUS/NEXT STEPS

The committee discusses the need for feedback from the Design Review Committee on various aspects of the project, including landscaping design and exterior design. We need to have final comments from Design Review before we can move forward. The windows and tower design are later in the process. Chief Parenti agrees to draft a letter requesting this feedback.

8. PUBLIC COMMENT

During the public comment period, resident Henry Squillante asked if the project cost will exceed \$49.9 million. Mr. Cohen explains that the cost includes all possible alternates and should decrease as some are eliminated, and as long as it is completed in 2024. If we go beyond 2024, the cost will be up another 7-10%.

The building cost is \$30.9 million, and the contingency cost is included.

Ms. Rand stated that once the project is approved at Town meeting the amount cannot go higher.

Resident Gib Chase asked why we have a warrant and presenting this project at Town meeting if we are not voting on it. Mr. Cohen explained that you need to have a warrant when anything is going to be discussed at Town meeting. Chief Parenti explained that the presentation is the same one that is being presented to the Select Board and that’s what we’ve been asked to do.

9. ANY OTHER BUSINESS THAT MAY LEGALLY COME BEFORE THE COMMITTEE

Chief Parenti explained that any questions that come to him will not be addressed until it is brought to the next committee meeting for discussion. On February 20th a question on where the communication antennas were going, and he responded they will be on the building. The cost to place them on the water tower was eliminated due to the high cost.

10. ADJOURNMENT

Mr. Rapa moved the committee vote to adjourn the meeting: Mr. Reardon 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