

Attended by: Committee Members – Bill Elwell, Liz Hermann, Diane Cushman, Brett LaRose, Matt Lathrop, Terry Farr, Ed Hanson & Brian Fox. Also Attended by: Therese Kirby, Milford Cushman, Andrew Volansky, Kevin Harper, Terry White, Amos Martin, Will Elwell, Carl Gile, James Goodyear, Peter Morrow Meyer, Matt Sharpe, Joel Bouvier, George Smith and filmed for NEAT TV by Mary Arbuckle.

At 2:07 pm Co-Chair Bill Elwell called the meeting to order. Matt Lathrop moved to approve the minutes of March 11, 2015 as printed. Brett LaRose seconded. So voted.

Bill Elwell stated that Milford Cushman and Andrew Volansky of the Cushman Design Group were here to present some ideas on how the new building could sit on the lot, and reminded people that was the charge of the committee they were currently focused on.

Andrew and Milford handed out an updated program and schemes A, B & C. (These documents are attached to the minutes.) Andrew stated they are expecting there may be a blending of schemes and is currently depicting a 50' right of way as a new town road in the drawings. The current location of the road is due to their understanding of AOT regulations; however, they will be meeting with AOT at a future date.

These drawings also depict the zoning setbacks as they understand them. Kevin Harper will be meeting with Zoning Administrator Eric Forand to clarify their understanding.

Andrew also noted all schemes are based on a single story design.

Terry White of Naylor and Breen presented a spreadsheet of comparative costs and is currently estimating \$190 per square foot (attached to minutes). This does not include roads, paving, storm water or permitting fees. He feels there will be an additional \$240,000 - \$280,000 in additional costs (architect fees, permitting costs, etc.). Kevin Harper reminded everyone these numbers are estimates with several assumptions being made.

Andrew said the program starts with the bare minimum to accomplish the goal of getting all the requested spaces in the design. He also noted the square footage has the potential to increase.

Discussion of Scheme A, B & C. Andrew noted all designs provide a museum space for the antique fire truck and hose cart. The idea is to create interest so people passing by can see the equipment due to the amount of glass used in the design of the bay housing them. Scheme B was the favorite of the committee.

Brian Fox: Can you create a one way entry from West Street to the building just for fire fighters? Cushman Group will speak with AOT.

Amos Martin: Let Cushman Group know the engine tanker has a 3' blind spot so they need to be aware of that when creating a traffic flow onto new road.

Terry Farr: If you could get another access like Brian suggested, he would like to see the island removed from scheme b. He also noted if a traffic light is required, he would like the ability for the fire fighters to control that within the apparatus.

Liz Hermann: Should they think about moving the community room upstairs? It would allow for the addition of the Police Station. It could also help with flow.

Andrew Volansky: There is a 20" height in the apparatus bay, 16' door, 2' space and 2' of structure. A one story building would have 8' to 10' ceiling heights.

Milford Cushman: Suggested at the next meeting the Committee should go through the program again, think about aesthetics of the site and bay quantities.

Diane Cushman: Asked Terry White for his opinion on the schemes. Terry said his job is to keep the costs down and thinks they should consider if they need all glass doors on all bays, he likes the flat roof, reminded them it is an ACT 250 project so that will drive some aspects, and he would like the Committee to make a choice in the next week or so, allowing Cushman three weeks to develop a more detailed design, especially if you want to break ground in the fall.

Kevin Harper: Act 250 is a three to four month process, but would still like to break ground this fall.

Peter Morrow Meyer: He likes the idea of a bell tower and thinks it has historic and visual importance. He feels it will also make the design more dynamic. He also likes the idea of going to two stories.

Joel Bouvier: He would like the Committee to look at other architects. He said he was attending the meeting as a citizen.

Terry Farr: He would like the Committee and architects to keep in mind this is a legacy building and a focal point in Town. That is one of their charges by the residents. He would also like the bell tower to serve as a training tower and access to the roof for training.

Discussion regarding second story as full story that needs an elevator or as a mezzanine to allow for some storage and training, but no elevator. Also there could be storage over the fourth bay. This is not a LEED certified building, but can take advantage of energy efficiencies.

Milford Cushman: He suggested since the drawings are to scale, that the Committee could cut pieces of paper to represent the sizes of current and future apparatus to see how the flow feels.

Andrew Volansky: He outlined the program and noted shower rooms currently do not have toilets in them except for the one ADA compliant bathroom. Would they need a decontamination shower off from the apparatus bay like Stowe Fire Station has? He also wants to know if they should make room in the dayroom for the pool table and if so, they need to increase the size of the room. He explained the layouts provided are not mandatory and he expects they will change; they represent the space previously mentioned. He wants the Committee to decide if they need three showers and to really look at the program carefully regarding the size of rooms at their next meeting.

Matt Lathrop: If full-time fire fighters become part of the roster, you need to allow room for the murphy beds to be installed in the wall of the day room.

Amos Martin: If the community room and dayroom goes upstairs, then it would remove any concern regarding cross contamination as they would not be allowed upstairs in bunker gear.

Joel Bouvier: If there a location for lockers?

Andrew Volansky: Yes, there is a gear room in all three schemes to hold lockers. They could also be moved to the back wall of an apparatus bay.

Amos Martin: It was noted in a previous meeting they wanted a separate area for changing into their gear, so they were not in bays while trucks are moving.

Matt Lathrop: Are all designs based on being built on a slab?

Andrew Volansky: Yes.

Brett LaRose: He understands glass can be energy inefficient, but since it will be located across from the high school, this building will also be a good recruiting tool, especially if young adults can see the equipment.

Peter Morrow Meyer: Felt scheme B is more conducive to adding a police station and wanted the Committee to keep in mind growth in the future.

The meeting schedule will be as follows Wednesday, March 25 at 7pm, Sunday, March 29 at 2 pm with Cushman Group, and Wednesday, April 8 at 7 pm.

Brett LaRose would like clarification from the Selectboard on the following issues:

- 100% confirmation that the BPD will be attached.
- Do they want them looking at other architects?

- Is the Board willing to pay for a fourth bay to house the antique fire truck that they do not own or would they expect a rental fee or ask NH Munsill for a donation to the project?

Bill Elwell asked for clarification regarding the Committee's goals and objectives, and Therese Kirby stated their goals and objectives were created by the Selectboard and they are not tasked with vetting another architect.

Matt Lathrop moved to adjourn at 4:35 pm. Brett LaRose seconded. So voted.

Respectfully Submitted,

Therese Kirby  
Town Administrator

DRAFT