



C e n t r a l F i r e
S t a t i o n
B U I L D I N G
C O M M I T T E E

Central Fire Station Meeting Minutes

Central Fire Station

Monday, July 11th

6:00 PM to 8:00 PM

Present: Chair Jim Orser, Linda Fulda, John Hankinson, Adrian Kendall, Bert Kendall, Harland Storey, George Small, Dave Swan, Mike Edes Council Liaison, Bill Stiles Council Liaison

Absent: Bill Shane, Town Manager, Vice Chair Brian Cashin

Town Staff: Dan Small Fire Chief, Annemarie Dawson Recording Secretary

I. Site Walk with Architects

The Committee met in the CFS Community Room. Jim Orser asked Andy Hyland and Jason Pica to lead the committee on a tour of the site. Andy and Jason had staked out the areas previously in order to give the committee a perspective of the site. They also had poster size renderings to show us where exactly the building and the stakes matched up.

Jim Orser asked Andy to point out the elevation differences and how that would affect the construction. Andy explained that the new bays would be at grade level, and the new addition would be at the lower elevation (first floor) at the lower level, second floor at the new bay level, and then the third floor.

The committee walked the site (front and back). Andy and Jason continued to explain parking and where the new gear area would be located. Jim Orser and Linda Fulda pointed out the threshold concern to the back door of the west side bay. Andy said they will be correcting that and also be looking at new insulation for that section of the building.

II. Welcome and Roll-Call and Approval of Meeting Minutes

Jim Orser had called the meeting to order at 6:00 PM. Attendance was recorded by the Recording Secretary. Jim thanked Architects Andy and Jason for their help and explanation of the outside of the building site.

- Meeting minutes were unanimously approved.

III. Time Line Update

Chair Jim Orser passed out an updated Timeline. The committee reviewed the timeline and made recommendations. It was decided to shorten up the timeline and schedule the Abutter's meeting for July 25th and also schedule a CFS Committee Meeting for Monday, August 15th. Jim will modify the timeline to reflect new dates selected by the committee.

IV. Abutter Report – Bert Kendall

Bert Kendall reported to the committee that the east side abutter to the Fire Station is owned by Steve Richard. Steve's only concern is that he already has a water issue on the site, and is worried about the water run-off from the station to his property. Bill Shane had previously expressed that the run-off water should "slope and curve" away from the property. The committee will address these concerns with the architects. The town will also provide some type of visual screening such as landscaping trees, or a fence so that the residents of the home will not have a direct view of the station.

Discussion ensued in regards to "Neighborhood Meetings." Councilman Bill Stiles interjected to the committee that we will need to have more answers in regards to the site before we set up a public meeting.

Parking remains a discussion point. Jim Orser will speak to Andy about gaining more parking spaces. It was agreed that parking is always available for an emergency situation at the school parking lots across the street.

The next step for the Abutter meetings will be mailing notifications to the Abutter's and scheduling a meeting date. Secretary Annemarie will check in with Bill Shane in regards to proper protocols. Bert Kendall will continue to head up these meetings.

V. Distribute Outline for Future Presentations

Jim discussed with the committee that we need to develop a draft for the Town Council presentation with recommendations.

Many discussions ensued on what type of presentation would be best to put forth to the Council. Harland Story stated that he thought the committee was anticipating too many problems and also said the current Town Council knows how important a new fire station is to the community and he feels confident they will be on board. It was then decided to keep the presentation concise; focusing less on the past and more on the current needs and trends, focusing on costs and taxpayer impact.

The committee agreed that Chair Jim Orser will work on a draft and seek approval from the committee before the presentation.

VI. Future Meetings

Jim Orser will update the Timeline with adjusted dates.

- Abutter's Meeting; Tuesday, August 2nd 6:00 PM to 7:00 PM at CFS.
- Next CFS Committee Meeting; Monday, August 15th at 6:00 PM.

VII. Other Business

Chief Dan Small and Vice Chair Brian Cashin will continue to meet with Port City Architects.

Dave Swan asked to be included in these meetings and Chief Small will email him directly.

Chair Jim Orser will check and report back on meetings that will be attended by the Architects.

VIII. Adjournment

Meeting was adjourned at 8:02 PM.

- Vote: Unanimous

Respectfully Submitted,

Annemarie Dawson