

Future Facilities Committee

MINUTES

October 18, 2022

Present: Bo Chesney, Pat Christian, Paul Giddinge, Dick Hogue, Kathy Hogue, Toni Mark, Matt Nielsen, Michael Pascarella, Susan Briggs Peters, Paul Schumann

Select Board: Andy O'Brien, Heidi Curry

Excused: Jesse Peters Absent: Patrick Fairbanks

A. Minutes of September 20, 2022, were approved as amended (see Page #6).

B. Reports

i. Site visits

1. SITE VISIT / NEW GLOUCESTER FIRE STATION & PUBLIC WORKS

Members Attended: Jesse Peters, Matt Nielsen, Paul Giddinge, Bo Chesney

The New Gloucester Fire Department and Public Works Department were located on the same piece of property with 2 separate buildings. There is a lot of duplicated infrastructure with the separate facilities. Both facilities were designed and built to be attractive for employees; however, both departments are experiencing staffing challenges. A Design/Build Contract makes most sense with a firm hired by the town to oversee contract. An engineering design firm specs the town's need which is then bid on by contractors who come back with specific designs

NG FIRE DEPARTMENT

- 6 drive-through bays, double-deep (drive-through eliminates backing up which can be dangerous to equipment and personnel
- plenty of parking for apparatus and room to work around and above apparatus
- sufficient space between bays is needed for equipment storage
- ventilation system is needed for truck areas
- truck washing is on site using an environmentally sound drainage system which needs periodic pumping by environmental disposal firm
- 3 offices, Chief, Deputy Chiefs (2 desks), other officers (2-4 desks) + a "watch desk"
- ADA accessible / secured public entrance
- live-in space, overnight facilities, rest rooms and locker rooms for males and females
- rooms for per diems and live-in students, as well as for storm coverage
- large kitchen has good commercial stove that is easy to get parts for, good ventilation
- mezzanine
- multi-purpose room/meeting space which can be shared with other town groups
- weight room, nice feature and attracts fire fighters to be at the station
- server room/internet/WIFI
- communication center – is there a way to share?
- all utilities in a separate room

- air compressor on 2nd floor, it has a slight vibration and wouldn't do this if known
- sprinkler system for fire control
- radiant heat in floors of truck areas beneficial, AC not needed in these areas
- radiant heat in other areas conflicts with need for AC, systems fight each other
- wished they had incorporated heat pumps
- back-up generators with independent fuel source (propane, natural gas, diesel)
- well needs to be of sufficient capacity to handle needs or work-around may be needed
- 10K gallon cistern for sprinkler system and can be used for training
- cistern is needed and can be used for training as well as supplying pump for sprinkler
- separate area for gear in apparatus bay, not ideal
- special equipment is needed for cleaning and drying protective gear
- special equipment is needed for refilling air tanks
- building on a state road created some restrictions with location
- Life Flight pad was built and is maintained and kept clear during the winter
- Server room needed for computer/internet/wifi

NG PUBLIC WORKS

- 2 offices, breakroom, 2 bathrooms, lounge area/meeting room and kitchenette
- no sleeping quarters
- heating and utilities room is on 2nd floor in one area
- separate building for fuel tanks
- computer server room
- security key-fob system
- 5-bay garage, heated with storage capacity on back wall
- full-time mechanic has specific bay/machine shop for maintenance of vehicles, all work is in house
- a specific bay for cleaning trucks and fluid changing
- wash bay uses repurposed water, pressure washer, has a 5k holding tank, and oil/water separator
- oil and tool bay
- large air compressor
- sufficient space between bays for equipment storage
- overhead crane
- mobile heavy-duty power lifts for hooking up plows, etc. – expensive by very useful
- salt shed was moved from their old facility to the new one

2. SITE VISIT / DURHAM FIRE STATION & PUBLIC WORKS

Members Attended: Jesse Peters, Matt Nielsen, Paul Giddinge

The Durham Fire Station is about 25-30 years old and started with 2 bays. Twenty years ago, 3 more bays were added with the addition of 2 offices, a meeting room and small kitchen. Most of these spaces are outgrown and outdated. The Fire Department and the Public Works Department are located on separate lots. The Public Works Department is

not a new facility; it was purchased from a private owner. The salt shed is in another separate location, about a mile from Public Works

DURHAM FIRE DEPARTMENT

- kitchen is too small
- meeting room too small but public can use
- 3 offices: Chief, Deputy Chief, Administrative Assistant; could use more office space and windows in offices
- no room for overnight coverage, no live-in student space
- apparatus bays are crowded with no ventilation system
- air flow in gear storage area is the same as apparatus bay
- There is a separate entrance for responders to enter gear storage area so they are not getting dressed near trucks.
- no drive-through bays
- bays were built on one side of the facility for future additions
- ladder truck doesn't fit
- 3K cistern
- They have their own fuel shed.

DURHAM PUBLIC WORKS

- break room, parts room, 2 offices and sleeping quarters
 - cold storage building for equipment, just has electricity
 - all equipment is under cover
 - has two 12 foot doors and one 14 foot door; would make more doors bigger
 - drainage system
 - portable pump, no wash station
3. M. Pascarella reported that he spoke with Bowdoinham Town Manager who invited us to visit their FD and DPW facilities. We will let Mike know if/when and he can schedule the visit.
- ii. A. O'Brien reported that Steve Johnson from Yarmouth will help a small group to draft an RFP. Information will need to be gathered to determine what the deliverables will be for the RFP. What do we want from professionals for the first 2 steps? We will need to look at a growth study, needs assessment and a study of town-owned properties. Salt contamination from our salt shed will be a consideration to the site plan or do we look to "fix the problem" moving forward? T. Mark reported that she has begun looking at potential available grants, deadlines, etc. It was also discussed that we may want to look for private donations and Pownal business donations. This could also be good for community communication and participation. S. Peters mentioned the "round up" process that businesses might support as one fundraising method.

C. P. Schumann reviewed the first 2 sections of the Timeline/Road Map. Review will continue at next meeting. Bo asked if, for grant purposes, we should be tracking our time? Toni said she would make a list of grant requirements.

D. Agenda for next meeting:

1. Continue Road Map review / Paul Schumann
2. Grant requirements / Toni Mark
3. Sub-committees reports
 - RFP – Toni Mark, Andy O’Brien, Paul Schumann
 - Communication – Bo Chesney, Kathy Hogue
4. Begin to draft a list of needs (not deficiencies) for Fire Department and Public Works

E. Plus/Deltas: Re-visit meeting frequency.

Meeting adjourned, 8:00pm.

Respectfully submitted,

Kathleen A. Hogue