

Future Facilities Committee
MINUTES ~ November 14, 2023

Present: Bo Chesney, Pat Christian, Pat Fairbanks, Paul Giddinge, Dick Hogue, John Libby, Matt Nielsen, Andy O'Brien, Susan Peters, Paul Schumann

Excused: Mike Pascarella, Jesse Peters

Guests: Tom Ursia / Pownal Town Planner, Andy Hyland and Curtis Robinson / Port City Architecture

Notetaker: Kathy Hogue

- A. Pat Christian called the meeting to order, 6:30pm
- B. Minutes of October 17, 2023, were approved as written.
- C. Building Project
 1. Fire Chief & Road Commissioner Reports
 - a. Matt submitted a list of rooms needed with square footage for the Public Works building space.
 - b. Jesse submitted a drawing showing a proposed floor plan for the Fire Station with square footage.
 2. Site Evaluation Committee – tabled until next meeting
 3. **Port City Architecture Report / Andy Hyland and Curtis Robinson**
 - a. Andy submitted a preliminary drawing proposal of the new site showing two separate buildings – one for Public Safety and one for Public Works.
 - b. The Fire Station would be a 7,000 sf facility to include 3 double deep bays for six apparatus, a training room, a kitchen/day room, 3 offices, a decon room, bathrooms, two bunk rooms and basic gear storage and app bay support spaces. Room would be left on both sides of the building for future app bays or future living space as the needs arise.
 - c. Public Works facility would be a 90 x 120 foot pre-engineered metal building at the rear of the new site for storage and maintenance bays with room for expansion.
 - d. Salt Storage building would stay where it is with a new entrance located to the opposite side of Town Hall. This would help segregate the snowplow traffic from the public vehicular traffic.
 - e. The existing maintenance bay is not in good shape and would be removed. This would also provide added space for future town hall expansions and additional parking.
 - f. The new wash bay is shown to be located at the new site; however, it would probably be better to clean the trucks on the existing site so that they will not spread contamination to the new site.
 - g. At the new site, there would be a shared septic system between the two buildings.
 - h. Drinking water would come from a new well – public water wouldn't be adequate.

4. FINANCES

- a. Andy provided a pricing worksheet with preliminary figures as follows:

Open Structure cover at existing storage salt shed, 40x60'	\$234,146
20 x 50' wash bay with cistern	\$243,902
Wash Bay Equipment	\$182,927
Existing Site work & utilities and paved drive to road	\$365,854
Fire Station 6,900 sf TPC @\$530/sf les 15% site work	\$3,130,244
Site work & utilities at new site, estimated total cost	\$1,219,512
Public Works building 6,400sf TPC @ \$350/sf less 15% site work	\$1,248,780

5. Committee members input

- a. FFC will need to prioritize the draft plan and costs to the town.
- b. Protecting ground water contamination is a priority.
- c. We will need to look at costs for heating – what type? Electric and heat pumps with space heaters in bays. Radiant heat would be extra.
- d. Would SIPS be a consideration – John Libby would have Andy and Curtis come and look at his warehouse.
- e. Wash bays will be mandatory. We don't need drive-through bays but one with room for 2 trucks with plows to park nose to back.
- f. What is the iteration on this project – this plan is suitable for our needs and much better than what we have.
- g. Will this be a slab on grades? Yes – want to build a good quality building as inexpensively as possible – the apparatus bay would be metal/steel with a stick frame for the living space.
- h. We are headed in the right direction, A wider driveway would create more space for passing vehicles.
- i. How can we combine the two facilities in to one creating opportunities to share utilities, etc.?
- j. Concerns around if we create building phases that part of the project will get done and then many years will go by before the other.
- k. Would like to revisit the idea of a combined building, having living spaces together on the inside and bays on the outsides – this would still leave room for future expansions and minimize operational/maintenance costs down the road. Also, applying for grants for 2 separate building could create some complexities than just applying for one grant for one building.
- l. Would like to keep our options for both concepts – two separate buildings or one shared building.
- m. Would like to see alternative plan for a one-building footprint using Fire Chief's drawing as a guide. Having a multifunctional space for possible community use would be something to consider.

*NOTE: Pat Christian will reach out to Jesse and Mike for their input to be submitted to him by November 21 and he will send comments along to PCA.

6. NEXT STEPS

- a. Develop floor plans
- b. Look at costs for wash bay
- c. New plans for a combined facility
- d. Look at driveway (wider) and entrance/exits
- e. Show existing cistern on the plan
- f. Refine budget costs and determine when we will bring figures to the town.

D. Reports/Discussion

1. It was agreed that the FFC does not want to utilize the DeWitt Room AV system for their meetings at this time.
2. Report on John Libby's warehouse is tabled until next meeting.
3. Pat Fairbanks floor plan tabled until next meeting.
4. Bo and Kathy will work on the Town Newsletter; Bo will write something about the matching grant we will be asking for at Special Town Meeting in January.
5. Bo reported that he received permission from the Select Board at their last meeting to authorize our Town Planner, Tom Ursia, to assist FFC in the completing grant proposals.
6. Real Estate Proposal Request Forms – Committee Input
 - a. Request from Shane Brady to purchase town-owned property, Map 9 Lot 43, located on the Elmwood Road for the purpose of putting in a mobile home park.
 - b. Request from Shane Brady to purchase town-owned property, Map 2 Lots 30 and 30-32, located on Poland Range Road for the purpose of putting in a mobile home park.

VOTE: It was moved and 2nd that we do not sell town-owned land and therefore we unanimously vote NO to both Real Estate Requests.

E. Old Business / none

F. New Business / none

G. Next meeting – Tuesday, December 12, 2023 @ 6:30pm

Meeting adjourned, 9:00pm

Respectfully submitted,
Kathleen A. Hogue