

Future Facilities Committee
MINUTES ~ December 12, 2023

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

Excused: Pat Christian

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

Notetaker: Kathy Hogue

- A. Bo Chesney called the meeting to order, 6:30pm
- B. Minutes of November 14, 2023, were approved as written.
- C. Building Project
 1. Andy Hyland and Curtis Robinson of PCA reviewed the new plan with the committee, see below:
 - a. Having the site next door to Mallett Hall will benefit the future of town hall – expansion and additional parking spaces
 - b. The existing garage will be demoed and salt shed would stay in place with expansion and additional coverage for salt mixing and adding a wash bay.
 - c. A road would be put in behind town hall for access to the new site.
 - d. The new floor plan includes bays in the middle of the combined building with separate quarters on either ends for PW and PS.
 - e. Matt Nielsen noted that he will need 18 foot ceilings to work on a truck with the body up for head room.
 - f. PCA suggests a pre-engineered building with some brick – making it look nice not too utilitarian.
 - g. PCA feels comfortable with the construction costs and pricing – it feels like this is the right project for Pownal – not too much. There will be significant savings combining the buildings.
 - h. If costs are prohibitive, one option would be to build one side first, then the other at a future time.
 - i. Jesse Peters noted that we will need to address the live-in quarters for students and the storm coverage needs – they just need to be tweaked a bit.
 - j. It would be good to have the kitchen near the meeting room.
 - k. The committee gives a nod on the conceptual idea/plan. It is clear that both departments are in need.
 - l. Safety is what the Town will respond to.
 - m. Will need to address egress – have 2 exits on to the main road?
 - n. Will 2 trucks fit in a bay? And future fire trucks will need bays designed for standards sizes.
 - o. The salt shed will need a new driveway for access.
 - p. Have a separate rest area for PW during storm events.

- q. Don't need 3 offices – can use other office spaces for training and rest area.
- r. Question as to whether having the public/office spaces in the middle and the bays on the outsides is a better option? There are duplications such as kitchens, breakrooms – can we combine? PCA designed it this way for office expansion and noted that they were conscious of the lack of windows/natural light if the offices were in the middle.
- s. BUDGET – Bo – we really just can't afford this – grants could help but it is a big number to fund! Can taxpayers/residents support this? PCA will incorporate our suggestions so far, but they are concerned about continuing if this isn't going to pass. Suggestion – to take out a bay? But PCA feels that their plan is the right solution. They will try to tighten it up a bit by taking out a little here and there, but still feel this is the right building.

*Committee members can put together a list of comments/suggestions and email them to Bo and Pat C to be sent on to PCA.

D. Reports/Discussion tabled from November meeting:

1. Site Evaluation Committee:

- a. Jon Morris has been talking to the State about a land swap regarding the parcel we are considering for the new facility; looking for a land swap with the park to add some acreage to the site.
- b. Are parcels under conservation easement suitable? If any easements are put on town-owned parcels, they would then be “off the table” to build on. Other parcels considered could be problematic - *Elmwood road has egress issues; Sweetser Road is not centrally located creating added insurance increases.*
- c. *This site next to Mallett Hall is the most appropriate location being centrally located and already being owned by the Town (saving additional costs to taxpayers).* **

****Paul's comments:**

The Elmwood Road and Sweetser Roads were discussed in context of the proposal to purchase town land for the development of a trailer park. The comment that Mallett Hall was the "most appropriate" site was made in context of the other two, town owned parcels mentioned above. It reads like this is the definitive decision on site location - I would disagree that this discussion was, in fact, a full discussion and decision on site location.

- d. How do we support convenience vs. ISO location? PCA will evaluate site and give us some credible evidence to stand behind. Also, Paul Schumann will create a list of questions regarding this site selection and send to the committee.
2. Visit to John Libby's facility was informational – supports the idea that a combined center be a heated space for both departments and will make it easier to add bays in the future.

3. Pat Fairbanks submitted his drawings for a suggested floor plan. Living quarters will all be on the inside with bays on the outside. A 2nd floor (which could be finished a future time) could provide a warming center and community space which would increase its value to the community. The committee still is leaning towards having the bays on the outside - comments will be needed for PCA to factor in. Tom offered to take Pat's drawing and transfer it to CAD to determine some costs. In addition, Tom will research the ISO factor for site selection.

4. Grant Process: Bo and Tom Ursia have met to begin grant research/process. Bo provided information regarding CDS grants awarded to other Maine towns (see handout). It was noted that the town of Milo received 100% funding for their new Public Safety and Public Works facility. Bo has a copy of their application for review – it was noted that construction starts after the grant approval. There is a specific timeline and deadlines to be aware of – forecasting costs for the future will be another important factor. Our strategy would be to provide the most detail and cost analysis numbers as possible. Also, Tom has contacted Angus King's and Susan Collin's offices looking for their support/influence. Political influence can be key in this process.

- E. Old Business / none
- F. New Business / none
- G. Agenda for January 16 meeting will include looking at the financing and determining how we can afford this; and reviewing information received from PCA after comments were submitted to them.

Meeting adjourned, 9:15pm.

Respectfully submitted,

Kathleen A. Hogue