

**Fire Station Building Advisory Committee
September 5, 2006
Town Hall Annex**

Members met at the Annex at 1900 hours for the purpose of making a visit to the Holderness Fire Station.

Committee members present: Peter Brothers (Board of Selectmen's Representative)
Jason Cornelissen
Bob Flanders
Carol Granfield
David "Bud" Larrabee
Steve Nedeau
Chuck Palm
Dave Parker
Carl Smith

Members absent with notice: Wayne Bredvik
Ann Sprague (ex-offical)
David Sticht
Karen Sticht

Members absent: David "Bud" Larrabee

After the visitation to the Holderness Fire Station, the members returned to the Annex to conduct other Committee business.

Chairman Flanders called the meeting to order at 2025 hours.

ACCEPTANCE OF MINUTES: A motion was made by Chairman Flanders to defer acceptance of the minutes of the Committee meeting of August 15, 2006 until the next regular meeting due to a conversation that had transpired between he and the Stichts and their desire to expand upon some aspect of the minutes of the meeting of the 15th. The motion was seconded and passed without objection.

COMMITTEE/CONSTRUCTION PROCESS: A brief discussion followed regarding moving forward with respect to the next steps that should be taken. With respect to the RFP for the architect, it was agreed that the Committee members should review the Department draft in connection with the Police Station and Community Center RFP's and be prepared to suggest changes as needed at the next meeting. One possible change that was suggested by Bredvik (via Email) to change the wording from "completed plans" to "completed design development plans" as such plans would have sufficient information for the purpose of developing a reasonable budget number. This would possibly reduce the expense of developing multiple sets of "completed plans" should revisions be necessary as the budget is being developed.

Discussion was then directed toward getting two other items underway, the first was to solicit bids for test borings and the second was for a Level 1 site assessment. It was agreed that this could get underway for discussion at the next meeting. Due to the age of the station, Palm suggested that we probably should be prepared to address both asbestos and lead paint and make certain that this was included during the Level 1 work.

ADJOURNMENT: Flanders, seeing that there was no further business to be brought before the Committee, requested a motion to adjourn. Motion was made, seconded and passed unanimously. Meeting was adjourned at 2110 hours.

Respectfully submitted, C. Palm