

Fire Station Building Advisory Committee
February 6, 2007
Town Hall Annex

Chairman Flanders called the meeting to order at 1800 hours.

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

Members absent with notice: David "Bud" Larrabee
 Ann Sprague (ex-offical)
 David Sticht
 Karen Sticht

ACCEPTANCE OF THE MINUTES: A motion was made and seconded to approve the minutes of the January 30, 2007 meeting. Being no further discussion, the motion passed unanimously.

CONSTRUCTION MANAGER RFP: The amended draft of the RFP was discussed, including the various changes that had been made resulting from our previous meeting. A couple of dates were verified and the questionnaire prepared by Eric was reviewed. Palm indicated that the Town's Director of Administrative Services had reviewed the drafts and suggested one revision. Several positive comments were made about the questionnaire and all members felt that it was a good addition to the RFP. A motion was made to have Palm make the date changes and forward the revised RFP to Brenda for posting purposes. Being no further discussion, the motion passed unanimously.

ARCHITECT CONTRACT: Granfield indicated that the contract had been discussed with legal and some minor changes were being considered. Palm mentioned a couple of items that he had noted and it was agreed that these points would also be considered. It is expected that the final contract would be in place and ready for the Select Board's review at their next meeting. Granfield will make the necessary arrangements for the architects to be present at that meeting, as requested by the Select Board.

CHARETTE: A discussion was held as to possible dates and location for this. It was agreed that a tentative date of Wednesday, March 21, 2007 would be a possibility and it could be held at the Downtown Fire Station at 1900 hours. This would be discussed with the architects and if finalized a short handout could be distributed at the Town meeting in March. Further discussion of this item will be held at a future Committee meeting.

ADJOURNMENT: The next meeting will be at the Annex on February 20, 2007 starting at 1800 hours. Seeing that there was no further business to be brought before the Committee, a motion to adjourn was requested by the Chair. Motion was made, seconded and passed unanimously. Meeting was adjourned at 1835 hours.

Respectfully submitted, C. Palm