

**Fire Station Building Advisory Committee**  
**June 12, 2007**  
**Town Hall Annex**

Chairman Flanders called the meeting to order at 1807 hours.

Committee members present:        Wayne Bredvik  
   Peter Brothers (Board of Selectmen's Representative)  
   Jason Cornelissen  
   Bob Flanders  
   Carol Granfield  
   Andre Kloetz (Bauen Corp)  
   Chuck Palm  
   Eric Palson (Sheerr, McChrystal & Palson)  
   Dave Parker  
   Carl Smith  
   David Sticht  
   Karen Sticht

Members absent with notice:        David "Bud" Larrabee  
   Chris Lizotte(Sheerr, McChrystal & Palson)  
   Steve Nedeau  
   Ann Sprague (ex-official)

**ACCEPTANCE OF THE MINUTES:** A motion was made and seconded to approve the minutes of the May 22, 2007 meeting. Being no further discussion, the motion passed unanimously, with the exceptions of Bredvik, Parker, D. Sticht and K. Sticht who abstained, due to not being present at the subject meeting.

**MEETING DATES:** A brief discussion followed regarding future meeting dates. It was agreed that our next meeting would be June 26, 2007 at which time we would look at dates for future meetings. Dates would be set pending when information for the next steps in the process would be available as a variety of data needs to be gathered by the architects and CM. The goal would be to try to get back on the original 1<sup>st</sup> and 3<sup>rd</sup> Tuesday schedule.

**CONCEPTUAL DESIGN REVIEW:** The meeting was then turned over to Palson for the purpose of showing the committee the latest revisions to the Conceptual Design. During this presentation a number of items were discussed and suggestions made.

The subject of the elevator was discussed and it was agreed that it would be best to have only a "two floor" elevator, traversing the two floors where the public may be permitted (this would eliminate the floor containing only what will be the future living space – dorms, locker rooms and fitness room). The stairwell from the future living space would be best relocated to give remoteness to the egress paths. Consideration should be given to having some amount of window space to be provided between the meeting/day room and the apparatus bay. Exterior design would be such that a combination of brick and other exterior treatment would be used. A "free standing" sign would be incorporated in the front, in lieu of signage attached to the exterior of the building. In addition several other minor items were discussed and will be consideration by the architects in their plan update.

It was agreed by all members that the design is proceeding very well and at our next meeting we would be able to be in a better position to start looking at various alternatives that will have cost and other impacts on the project.

**OTHER:** Palm discussed briefly the information that he had obtained from a site visit by a representative from DES. It would appear that the brook is not a major consideration from DES, provided that the banking of the brook will not be disturbed to the point of placing retaining walls or having other significant construction performed. It was noted that DES preferred to keep the banking as near natural as reasonably possible, as this serves as the best overall alternative for controlling infiltration into the brook. One significant item that has to be done is to get an elevation of the brook at its lowest point to make sure that it is above lake level (504.3 feet).

With respect to the public relations program development, it was agreed that if possible the following people from this committee would work on a sub-committee to move forward on a program: Parker; K. Sticht; Larrabee; and, Sprague. Other non-committee members would also be sought to assist in this effort. Granfield would contact Larrabee and Sprague to see if they would be willing to serve on this sub-committee.

It was agreed that Palm would put together a brief update to be given to the CIP at their June 27<sup>th</sup> meeting.

**ADJOURNMENT:** Seeing that there was no further business to be brought before the Committee, the Chair reminded everyone that the next meeting would be held at the Annex at 1800 hours on the 26<sup>th</sup>. Being no further business to come before the meeting a motion to adjourn was requested. Motion was made, seconded and passed unanimously. Meeting was adjourned at 1950 hours.

Respectfully submitted, C. Palm