

Newbury Safety Services Building Committee meeting minutes Nov. 4, 2015

Draft

[These minutes are presented in a topical rather than chronological format.]

Draft

I. Attendance record

	Nov 4	Nov 10	Nov 17	Nov 24	Dec 1	Dec 8	Dec 22	Dec 29
Alex Azodi omegaengineering@tds.net	√							
Barbara Freeman mehrenfreeman@aol.com	√							
Bob Messenger bmessenger1@myfairpoint.net	√							
Dennis Mires dennis@thearchitects.net	√							
Patricia Sherman psherman2@myfairpoint.net	√							
Ken Tentarelli committee@kenliz.net	√							
Ron Williams jrwlakeside@earthlink.net	√							
Dan Wolf dan@hodan.com	√							

II. Procedural

Dennis Mires requested that meeting minutes include an attendance record (above); that open issues be organized into the following categories:

Topic Heading	Topic Description
Program	Needs assessment, space and size, usage characteristics, footprints
Site Plans	Relationships to existing buildings and site existing features
Building Design	Floor plans
Elevations	Building facades
Budget	Costs
Infrastructure	Heating, alternate energy, sewage, etc.

and that open issues be maintained until they are resolved. Accordingly these topics are included in the *open issue* section below. All issues are tagged with *date open* and *date resolved*. Items open at the end of the meeting have dates in bold. Following their resolution, resolved issues will be moved from the minutes to a *resolved issues* document. Issue resolutions are operating decisions of the committee which may be re-opened in the future if appropriate.

Schedule and Publicity categories have been included to address issues discussed at the meeting. Additional categories may be added in the future if appropriate.

III New and Open Issues

A. Program

1. Two distinct proposals will be prepared. One proposal will include separate Fire and Police stations (i.e. two buildings); the second proposal will include a combined Fire and Police station. Both proposals will have buildings placed on the Bald Sunapee site.

Date opened: Nov 4

Date resolved Nov 4

2. The fire station plan reflects four bays to contain the existing four pieces of town owned equipment. The plan includes an expansion option to add a fifth bay in the future.

Date opened: Nov 4

Date resolved Nov 4

3. A comparison should be made of fire station bay dimensions and number of bays with those of other similarly-sized towns that have comparable service demands. Dan Wolf will address this issue

Date opened: Nov 4

4. Fire station and police station sizes presented by Dennis Mires (appendix A) are accepted as working assumptions.

Date opened: Nov 4

Date resolved Nov 4

5. Do building sizes accommodate anticipated growth of the town over 20 years? Sizing was done by comparing with other similarly-sized communities and with standard architectural practices.

Date opened: Nov 4

Date resolved Nov 4

6 Do Police and Fire chiefs agree with building sizing? Initial consultations were held with police and fire chiefs. Dennis Mires will review with them when building plans are available.

Date open: Nov 4

B. Building Design

C. Elevations

D. Site Plans

1. Can relocation of the Veterans Memorial be considered if an equally good or better site can be found? This question will be referred to the Select Board.

Date opened: Nov 4

2. Is it viable to locate the Police station at a location other than the Bald Sunapee site?
This question is referred to the Select Board

Date opened: Nov 4

E. Budget

1. Construction cost estimates will be obtained from North Branch Construction Inc.

Date opened: Nov 4

Date resolved Nov 4

F. Infrastructure

G. (Reserved for future)

H. (Reserved for future)

J. Schedule

1. Dennis Mires to furnish the committee with his planned schedule milestones

Date opened: Nov 4

2. Information to be discussed at meeting should be made available as early as possible in advance of meetings.

Date opened: Nov 4

K. Publicity

1. Request that Dennis Pavlicek arrange have meeting notices posted at the town transfer station

Date open: Nov 4

IV. Next Meeting

The next meeting will be held at 4:30pm on Tuesday, November 10 at the Town Hall conference room.