

## **Newbury Safety Services Committee Meeting Minutes August 5, 2015**

**Members Present:** Ken Tentarelli, Chair; Ed Thorson; Alex Azodi; Patricia Sherman; Barbara Freeman; Ron Williams; Bob Messenger

Chairman Tentarelli called the meeting to order at 6:00 pm.

Chairman Tentarelli gave copies of a grading sheet to the Committee for them to utilize.

### **Mires Presentation – Dennis Mires & tem**

Chairman Tentarelli informed the Mires team that though they were given 10 minutes for their presentation they can make it longer if needed, though the Committee hopes it will be less than 15. Additionally, there are questions that the Committee has for the team that they will be asking after the presentation.

Mr. Mires and his team gave their presentation to the Committee.

Mr. Mires explained that theirs is a seven person firm based in Manchester that has been in operation for 35 years. Most of staff has been with them for 20 years, some 10 years, and there is one team member who has been there for seven years; they have three registered architects. They operate as a studio and everyone looks at all the projects in order to get fresh eyes on the projects.

Mr. Mires said that Steve Peach and himself will be working with the Committee throughout the project. Mr. Mires went over the team that will be working on the project including the site person, the geotechnical engineer, the structural engineer, the mechanical engineer, and the electrical engineer that they will be using. Mr. Mires said that they are familiar with sustainable practices as well as alternative energy options.

Mr. Mires said that one of the issues that was not completed in the project that he worked on previously was tying in the buildings together as a whole to create a village. Jeff Hyland, the landscape architect and principal of Ironwood Design Group, is good at making a comprehensive presentation for the voters.

Mr. Mires said that his design philosophy and approach for public projects is that they like to involve the Townspeople. The Committee needs to tell them what they want to be shared and what information they want to try to get from the public at public meetings. They also will be meeting with the various departments in order to determine their wants and needs.

Mr. Mires showed a site plan that he developed 8 years ago; at that time there were a number of new building proposals. Since the plan was done, the Town has done the paving, the sidewalk project, the Town Hall has been renovated, the meeting house has been restored, and the Veteran's Memorial has been added. Mr. Hyland is tasked to make it more comprehensive and address issues such as how much parking is needed, how to best handle the drainage, and how to

address safety issues. He has shown the grading and tree cutting that was indicated was needed at the time. Additionally, test pits were done with a backhoe previously, however, they will do a more comprehensive study done this time.

Mr. Mires said that they want to tie in all the buildings to make them a sense of place. He understands that the library also needs a needs assessment.

Mr. Hyland explained that his company, Ironwood Design Group has three employees and they are based in Newmarket. Their focus is to involve the community in their designs as 75% of their work is public for towns and cities. They are currently working with Concord for redevelopment of a couple of properties that they own. Concord wants buildings and the environment to tie in together to create a sense of community. Mr. Hyland continued that they have also worked with Peterborough for a streetscape project, and did a Veteran Memorial in Loudon. They work on development projects, contaminated sites, they also focus on low impact development and storm water management. Mr. Hyland said that for this site, there are various ways to incorporate storm water management, but the lake is important to preserve. They also want to create a more cohesive environment. Mr. Mires said that they will be using a combination of soft and hard landscaping.

Mr. Mires went over their schedule that they would use and their different tasks.

Mr. Mires said that they do lot of their own budgeting but also have someone, Frank Lemay, from Milestone Engineering & Construction, look at their schematic stages to give them a budget for when they move on to construction. They want to ensure that the public is aware of what they are voting on.

Mr. Mires said that their company has done a lot of fire departments, police departments, and libraries.

Ms. Freeman asked who will be on the project on a day to day process. Mr. Mires said that it will be himself and Mr. Peach and that one or both will attend every meeting. They hand off work and go back and forth and organize things so that it makes sense as to how things are handled. Ms. Freeman asked and Mr. Mires said that they have worked in Hampton, North Hampton and many other towns.

Mr. Thorson asked what kind of issues Mr. Mires sees that they may run into with Veteran Memorial and playground. Mr. Mires said that they recognize that a lot of community effort has gone into the playground idea and they do not want to reinvent the wheel or backtrack. They have to see if they can work with the Memorial or try to modify it a little or perhaps, after analysis, determine if moving it is necessary. Mr. Mires continued that they recognize that when they move the police and/or fire departments they do have an issue with kids with the playground. There are challenges with the site, however, Mr. Hyland is on Board to look at ways to make it work. They like to talk to the public to test their concepts and hear the concerns of the voters. Last time, there were unanswered questions, which delayed things, however, they are careful listeners and try find ways to address the issues. Mr. Hyland said that every project

has challenges, there will be solutions that can accommodate the spaces, however, they might not be right for the community.

Mr. Thorson said that Newbury is trying reinforce the concept of the true Town center. Mr. Hyland said that it is clear that the Community has a sense of a place and the campus has the opportunity to strengthen that and solidify that more. Mr. Mires said that the Town has achieved a sense of scale with the buildings and if the library expands it will work with the scale. The problem with the current fire building for adding new bays will be keeping the sense of scale. Mr. Thorson asked if more land is added to the East side of the footprint if it would be helpful. Mr. Mires explained that it is difficult to answer as fire departments have certain ways fire trucks work and how things are broken down will be important. Additionally, more knowledge about any ledge will be important for the project so they can make a recommendation.

Ms. Sherman asked if the Mire's teams thinks the Committee can accomplish their goal to get consensus and costs by town meeting. Mr. Mires said that he thinks it is possible but one of the issues is that in order to get consensus they need to engage the public as soon as possible. The last time they had an idea before they engaged the public, which ended up being too late. If they do it soon it will help them generate their alternatives and they will be able to get to the point where they get a majority; it is important to go to the public to get their support.

Ms. Sherman said that part of the issue is cost and the Committee understands that they do not have time to do a full set of drawings but is the Mire's team comfortable going to Town Meeting with a schematic cost. Mr. Mires said yes, as long as it is built next year, if it goes longer then they will need to build in something for inflation.

Mr. Azodi asked about geo-technical analysis. Mr. Mires said that they will be looking at biomass, solar, and geo-thermal. It was explained that if they have rock it is a good thing for geo-thermal as they now have more predictable numbers for the costs for geo-thermal. Mr. Mires said that they also do closed wells that are more predictable.

Mr. Azodi explained that one of the important factors is that it is a Town requirement that they have a complete geo-technical analysis. Mr. Azodi asked if they can fit the geothermal into the analysis. Mr. Mires said yes, however, they are proposing two days for drilling on the hill as well as drilling on the fire department site. If they drill and find asbestos and it looks like a fill site and then may need to do analysis and the recommendations.

Chairman Tentarelli asked and Doug said that they have experience with geo-thermal and biomass; more specifically the pellets. The largest was with Mascenic in New Ipswich when they put in a new pellet plant for the high school it was tied it into the Elementary as well as an addition. Additionally, when doing geo-thermal, the cost is enough that they also need to ensure that they can offset the air conditioning costs.

Ms. Freemans said that she does not see images of finished architecture. Mr. Mires said that they would be glad to send the pictures of all their finished projects. Ms. Freeman asked if they have pictures on their website that are up to date. Mr. Mires confirmed that if you go to the projects page there are more specific pictures of their projects; their website is [thearchitects.net](http://thearchitects.net).

Mr. Thorson asked if they ever have had a community where they create their own pellets. Doug said no. Mr. Thorson said that the Town has a huge brush pile that could be ground and processed and made into pellets. Doug said that the issue is scale and pellet plants have very stringent standards about how much bark and unsuitables are put into the pellets. The reason they went with pellets for the high school is because it is easier to determine costs such as how much they will need, how many BTUs they will get, etc. There was a discussion regarding centralizing a silo and burying pipes that will be pumped, etc.

Chairman Tentarelli said that he thinks that it important to engage public early, but asked how they manage not having things to show them. Mr. Mires said that they sometimes start with brainstorming, which may not be needed. The other thing that they could do would be to get the supplemental data together and then go to the public to have questions asked. They want to go to the public with different options and listen to the public. Mr. Mires said that they would like to get the data gathering phase done as quickly as they can and then talk to the public. Chairman Tentarelli asked if they started in beginning of September would it be mid-September that they talk to the public. Mr. Mires said that even though they can't sign contract until September 1<sup>st</sup>, if they got the project they would get their team together to be ready to go September 1<sup>st</sup>

Ms. Sherman said that they did not hire a consultant for the Library for a needs analysis, they hired someone for a plan; they need to have a true needs assessment done. Mr. Mires asked if the Committee is expecting a schematic scheme for the library. Ms. Sherman said that in order to understand the site; they need to understand if the library needs an addition then how it would work. The property has been set aside, however, they have never done a needs analysis outside of someone at the library.

Mr. Mires said that there is a lot to do between now and Town Warrant and he would like to get as much done as a head start as they can. "Engage and educate" runs all the way to Town Meeting.

Ms. Sherman asked if Mr. Mires received the email from Mr. Pavlicek that they want to include the Town Office, the Library and possibly the current Fire Department building in the alternative energy study. Mr. Mires said that he did but he put that aside as a separate issue. Chairman Tentarelli said that Mr. Pavlicek's email included the Veteran's Hall as well. Mr. Thorson noted that the extra buildings should not be included in the budget for this project. Mr. Mires said that they can address this but have not attached a cost to it as of yet.

Mr. Williams said that the schedule indicated the first meetings with the public in December, which seems late. Mr. Mires said that they would like to engage the public as soon as possible. His concern was that they have the project starting at the end of September in their schedule and it runs until Town Meeting. Mr. Thorson said that the more transparency the better. Mr. Mires said that they like to engage early and often. He does not want to make things messy or complicated and is cautious about that but he thinks there is a way to talk to the public that they understand.

## **Discussion**

The Committee generally felt as though the Mires team did a good job. Ms. Sherman said that she was impressed with inclusion of landscape architect to keep it a Town Center. Mr. Messenger said that he was impressed with their honesty regarding the Veteran Memorial and playground. Ms. Freeman said that she thought it was a good presentation and their response to the RFP was very thorough and detailed but she is wondering what the fee is going to be.

Mr. Wright said that he is amazed that the Committee wants to go to Town Meeting next year; the CIP puts it out three years. Ms. Sherman said that a long term goal was that if they can do it then they want to do it; they have put some placeholders in the CIP. Chairman Tentarelli said that Mr. Pavlicek has seen the fees and said that they are all workable. Ms. Sherman said that Mr. Pavlicek is hopeful that they can find grant money for construction as they are looking at alternate energy.

Mr. Wright said that he hopes that they do not go with solar. Mr. Thorson said that there have been some issues with solar on the roofs with fires. Ms. Freeman said that the engineers will do the fact-finding and give them their options. Mr. Azodi said that fire departments today are hard to burn down and giving up the free sun is something to consider.

Mr. Messenger said that an integral part that the Mires presented is the interaction with the police and fire departments. Mr. Messenger asked if the Committee has any information as to what they are looking for. Ms. Sherman answered that they did at one time talk to the police and fire departments and in one of the studies they drew pictures of the sizes of the equipment but she would start from scratch and let them do their job as there are many issues that have never been resolved because the equipment in the building is restricted by the height of the doors.

### **SMP Presentation – Anthony Mento & Team**

Chairman Tentarelli explained that though they asked that they give 10 minutes for their presentation they can go over but please not more than 15 minutes if possible as the Committee has questions for them after.

The SMP team that presented to the Committee were: Jason Lacombe, Eric Palson and Anthony Mento of SMP and Ken Holmes of North Branch Construction.

Mr. Lacombe said that they have toured the sites and put together a couple of discussion boards to talk about. They have also developed a brief schedule to talk about how they will work with committee. They would like to have several review meetings, every two weeks and meetings with the Selectmen once per month.

Mr. Lacombe said that they started with Peter Tenant's designs and some of those analyses. However, they wanted to step back, look at and question what has been done to date. They also want to build upon and advance from what has already happened. In September, they would meet with staff at police department, fire department, and library to get into the space program needs. They would then look at site development, then building design. Mr. Lacombe continued that they like to work with clients to come up with the best ideas possible. They use computer

designs on the site in order to show how it will look and feel. For example the fire department may be large and they want to look at how it will fit with the existing buildings.

Mr. Mento said that at the beginning they will get the geotechnical engineer at the same time that they do the needs analysis so then they can start talking about the sites and which may be better than the other. There are two sites, the existing site and the Bald Sunapee site, both that have good potential but there are some constraints. Mr. Mento continued that they want to fold the Veteran Memorial into the design. There is also a Master Plan and need to look at it see the Town envisions changes in the coming decades as this is a great opportunity but they need to determine how to grow and what is appropriate to do such as build on one site or leave green space.

Ms. Freeman asked who the Committee will deal with on a daily basis for the project. Mr. Palson said that all three of them will be fully up to speed on the project. Mr. Mento said that he will be the one as their point person but they work as a team. Mr. Lacombe said that they work in an open studio and everyone works together. Mr. Palson said that they will all work with the committee in order to complete the process

Ms. Freeman said that she feels as though the team's experience with this type of project was answered in their submissions.

Mr. Thorson asked if the existing playground and Veteran's Memorial will give the team problems. Mr. Mento said that there is potential that the playground will given the wetlands and required setbacks and the stream and the grade there will be limited areas to work with. However, they will try and work around and with the Veteran's Memorial. Mr. Palson said that they will try and work with the constraints and talk to Mr. Holmes to determine costs and see what is the best option.

Mr. Thorson said that Newbury would like a sense of a true town center and asked if there are opportunities for this. Mr. Palson said that they are designing a Town Center and it isn't just the placement and visibility, they need to understand from the committee what their attitude is to things such as the pond in the back. They have done projects where they have moved the Town Center per the town elders. Mr. Thorson asked other than the sidewalk, what they would see as a connection. Mr. Lacombe said that they have not started designing yet because they want to know what the Town wants; location and position of buildings have an impact because they are municipal buildings and will be around for a long period of time. It is an exercise that they have to go through with the residents. For example, locating the building at the Bald Sunapee site might not be best for the Town Center but the Town needs to decide that.

Ms. Sherman said that they have a short window to do the work and asked if the Committee is being too aggressive or if SMP are comfortable to get the work done in the time frame. Mr. Palson said that it is on the client's side that the time is the problem because they might not have all of the answers. Ms. Sherman asked if there is enough time for SMP and the Committee to interact with the community. Mr. Lacombe said that they did Rye in the same time period but they like to bring options , they don't like to come to a meeting and ask for the voters just to pick one option.

Ms. Sherman said that the Committee has asked for cost estimates and at Town Meeting they like to know how much things cost. Ms. Sherman asked if Mr. Holmes is comfortable working with a schematic to come up with a price. Mr. Holmes said that they have done projects, for example, Sutton, with doing a cost estimate with schematics and came in within a few dollars. They ask questions and their information is only reliable as the answers that they receive as far as the schematic. Mr. Holmes continued that he is confident that they can do this, though it will come down to the wire. They plan on interacting with SMP and the committee along the way and he is involved in the design process so that the numbers will be more accurate. Mr. Mento said that along with schematics and drawings goes an outline specification, which will provide Mr. Holmes information. Mr. Mento asked if the Committee is looking to go to the Town with construction documents or construction documents and a building. Mr. Thorson said that they have talked and their goal is to go for a bond. Ms. Sherman said that if it can't be done they are reasonable. Mr. Mento said that some towns require a lot of period of time in order to get bonds. Mr. Palson asked how cumbersome it would be to set up an event to schedule something from the public for feedback. Mr. Thorson said that he anticipates that they will have public meetings to keep the public as involved as possible.

Mr. Azodi said that the team has already addressed the geo-technical analysis but asked, as it is important for the Town that the geo-technical constraints be done in this phase, what level will be done at this stage. Mr. Mento said that he did not bring the proposal but outlined ten different test pits and borings on both sites. There will be a full geo-technical report including if there are any hazardous materials on the existing fire department site site. Mr. Lacombe said that it will be a mix of boring and test pits on the sites and then a full geo-technical analysis on both sites.

Chairman Tentarelli said that the Town is interested in exploring alternate energy and asked what experience they have. Mr. Palson said that they have done projects involving geothermal wells, air to air heat systems, and wood pellets such as with the NH Audubon Society. They typically do a single building and the largest scale was two buildings. It is a small town and they don't want to leave them with a building that requires a high level of skill to keep it going; they look at what the demands are to keep things running, there has to be some practicality with it too. Mr. Lacombe said that they want to start with designing an efficient building to save money rather than focusing on alternative energy, which would come after showing the energy savings. Mr. Mento said that they have a mechanical engineer as part of their team and he will meet with committee to talk about the different options. Mr. Thorson said that the Selectmen have talked about integrating all the buildings into one system and asked if they went with pellets, how they would make it so they don't have a silo. Mr. Mento said that some systems have silos but some have underground pits that are vacuum fed into the furnace. They need to look at the costs for including this system and will also have to look at a backup system for all of the buildings.

Mr. Palson said that the team will need to talk to the Committee and the Town in order to determine the levels of the things that are important. Mr. Lacombe said that they have to determine the function of the buildings, how they will be built, and the costs involved.

Chairman Tentarelli said that it was mentioned that they will have frequent meetings and asked what happens at the first meeting. Mr. Palson said that the first thing would be to dig up

background information and make sure they are all on the same page. They will come with some fundamental approaches and an opportunity to respond so they can move ahead. Mr. Lacombe said that at the first meeting they will have been through the buildings, done the space needs analysis and do some site analysis. They would then talk to the Committee regarding what they have discovered and get input from the Committee.

Chairman Tentarelli asked if they will talk to other people beside the police and fire departments. Mr. Lacombe said that they have not planned any public events but they could do this. Mr. Mento said that Selectboard meetings are public and usually people attend those with questions.

Ms. Freeman said that she appreciates that they are looking at things with fresh eyes but wants to make sure that they have enough time. Mr. Palson said that he thinks that it is the best way so that in the long term it works. Mr. Lacombe said that if they all determine that they can't make it in the time frame then they need to determine what the alternates are because if something is the right solution then they will work with the committee to get it done. Mr. Palson said that they have already started talking about problems, such as if there is a comprehensive parking area. Ms. Sherman said that she thinks that it will be part of the design process that they look at the pedestrians, biking, parking, etc. and thinks that it should be part of what is part of the process.

Ms. Sherman said that a lot of the studies that have been done are space allocation, not space design and this is what she thinks that should be done for this project.

Mr. Thorson said that if you looked at this community 10 to 15 years ago, it was completely different and over time they have developed the community center. Ms. Sherman said that she believes that the conviviality that exists in the community is that they have the ability to have the town center.

Ms. Freeman asked if they have a landscape architect. Mr. Lacombe said that said that North Branch has a landscape architect on staff. Mr. Palson said that at this level of planning they like to think about how the soft scape and hard scape work with the rest of the design; for the level of this analysis, this is appropriate. Mr. Mento said that because so much is driven by the geo-technical portion there was not enough money to involve another consultant in order to keep their costs in line. Mr. Palson said that the geo-technical analysis is supposed to be a separate part so that they are not responsible for the liability. Ms. Sherman said that they feel strongly that a geo-tech needs guidance from a professional and the architects are the ones to do this. Mr. Palson said that, typically, they are hired and then they oversee the geo-tech, who is contracted directly to the town. Mr. Lacombe said that if the consultant is contracted with the Town, it will not change how they interact with the geo-tech. Mr. Palson said that they are happy when they have a consultant they work with and can read the reports but are not experts.

Mr. Palson said that if SMP are hired, they will talk openly with the Committee.

## **Discussion**

There was a question about public process as SMP did not say that they would engage with the public. Ms. Freeman said that she thinks that it is a budget constraint and when they look at the fees they should see this.

Ms. Sherman said that she was bothered by getting into a discussion about liability and the geo-technical analysis and she was concerned about the answer that the engineer has a landscape architect. Mr. Mires wants to involve the public and not just plop the buildings on the site. Mr. Thorson said that he thinks it is an error to involve the public too early as he thinks that there should be a basis before meeting with the public. Ms. Freeman said that she did not have a problem with the liability issue as it came up conversationally as they said it was an unusual way to structure a project. Ms. Sherman said that in most projects the architect does not get authority. Mr. Azodi said that they might have thought that they would not have had authority if they did not hire the consultant. Ms. Sherman said that this is not a deal breaker one way or another.

Mr. Thorson said that he felt as though the SMP proposal was very well spelled out. Ms. Sherman said that what she liked about SMP was that they were looking at the project in a fresh way and looked at it as a bigger picture. She is not sure you get that with Mr. Mires because he thinks that he has already solved the project because he has worked on it previously.

Mr. Williams said that SMP in the RFP said that they were doing what they were asked while Mr. Mires said how he would approach things.

Ms. Freeman said that she liked the response by SMP about the alternative energy as it is more important to get the building right. Mr. Thorson said that when the Mires team said that the pellet furnace would be in the same building he was concerned. Ms. Sherman said that the thing is that pellets do not do is A/C but geo-thermal does.

Mr. Thorson said that public involvement is critical. Ms. Sherman said that the Committee can add the public process with SMP if they decide that they want to do this.

Mr. Thorson said that an important statement by SMP was that the design of the building is more important than the heating system.

Mr. Azodi had a question about the procedure / grading system. Chairman Tentarelli explained that it is standard procedure for architect (QBS) and that there are federal laws that the Committee can follow; there are different aspects of the grading system that can be changed. Ms. Sherman said that the Committee should have more discussion after they see the other interview and hear each other's opinions before grading the teams. Chairman Tentarelli said that he is concerned that when they are done that they have a basis in order to justify their selection in order to have criteria to show. Ms. Sherman said that the Committee should have a discussion and also use the form. The Committee determined that there are three questions (7, 9 & 10) that are not applicable for the grading system.

Meeting adjourned at 8:20 pm.

Respectfully submitted,

Melissa Pollari  
Recording Secretary