

Newbury Safety Services Committee Meeting Minutes August 6, 2015

Members Present: Ken Tentarelli, Chair; Alex Azodi; Patricia Sherman; Barbara Freeman; Ron Williams; Bob Messenger, Russ Smith (Alternate)

Members Absent: Ed Thorson

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

Warrenstreet Presentation – Kyle Baker & Jonathan Smith

Chairman Tentarelli informed the presenters that though they gave 10 minutes for the presentations they will have the opportunity to go over if needed, however, he would like them to keep it to less than 15 minutes as the Committee has questions.

Mr. Baker said that his history with the company is short but he came on as partner because a lot of the philosophy of the company is right for him. He had his own firm for 15 years and most of the work he did was public architecture, K-12 public schools, police departments, etc. Mr. Baker said that there is a certain type of reward that comes with those projects. He volunteered for Plan NH and got familiar with the owner of Warrenstreet and felt like they were kindred spirits. Mr. Baker said that the company is centered around a cooperative structure so he decided to merge and grow the businesses. Warrenstreet originally had eight people and he brought himself and one person, and they are currently at 11 people. The structure of their company is different because they are focused on the entire company doing well.

Mr. Jonathan Smith said that he has been at company for 17 years and they went through coop process in 2008. This means that they include everyone in the company sharing in the profits of the company. They had six members originally and they each have one share and get one vote in the organization. They have Board Meetings where the members manage the firm and they have grown into it well.

Mr. Baker said that both Warrenstreet and he have a lot of experience with municipal projects and what he has learned about committees and the bond process is that it is rewarding, though it can be frustrating. Mr. Baker said that he has developed a process that has helped him to ensure that the projects are supported in the communities. He makes sure that the information that goes to the voters is technical in a prioritized sense in a way the people can buy into it as the voters should feel good about what is going on. Mr. Baker continued that his role is to support the committee so that there isn't an easy way that the project will be defeated. He wants to make sure that the facts are in an easy, readable presentation. The power of the crowd is a positive influence.

Mr. Baker said that they have a process to make sure that things are apples to apples comparisons. They are going through this with Washington and Tilton / Northfield

Mr. Baker said that he has looked at sites to understand the properties and what the level of effort will be. The proposed new site may be a challenge because of the ledge and the current site is challenge with proximity to water and service station. They also have familiarity with the library building.

Mr. Smith said that based on RFP, there are some things that have come up such as the hazardous analysis and determining the amount of ledge. Mr. Baker said that they already have a lot of work done and they don't want to undo anything. The challenges that are there are significant and he does not know the solution. However, they have a clean slate with their feelings about it.

Mr. Baker explained their process is that like to be flexible with their studies. They begin by looking at the proposal as a budget to work within and every study ends differently than what they think will happen but each option will be based on the same type of data. He tries to make sure that the data for all the options are all the same so if they have one building compared to a new building they make it equal to make it a fair comparison.

Mr. Baker said that the suggest bringing people in in an early phase and not describing the decisions already made but asking people what they see happening. Therefore, if the people if they see that you have used suggestions for the design, they feel as though you listened and it makes people happy. Mr. Baker continued that they include all people who are involved, not just the department people and the Selectmen but also the voters.

Ms. Freemans said she is not clear to her where Mr. Baker began at Warrenstreet but she did talk to Washington who was very impressed with him. However, this project is in the process and not completed. Ms. Freeman asked if Mr. Baker has any personal experiences with buildings of this type. Mr. Baker said that most of career has been in the public sector with 60% in K-12 public schools and the police stations and other municipal building but he does not have any fire stations that have been built. Warrenstreet does have fire stations that have been built. Mr. Smith said that he has worked on three fire department projects: Webster, which has been built; Warner, who actually gave up the property they had worked on and are and looking for a new one; and Laconia, which is 50% complete. He worked on Laconia for eight years and it began with a feasibility study of the existing building and went through the process six to seven times, then went through various redesigns to try and fit their budget before it was approved by the voters. Mr. Baker and Mr. Smith gave a few other examples of projects they have worked on including the Hampstead Police Department, which was completed last year.

Mr. Messenger said that the Town is very much concerned with having town center concept and asked how this project can reinforce this concept with the Town. Mr. Baker said that the way structures affect the community is important. Has worked on sixteen Plan NH Charrettes, which is group of professionals who get together to study a design problem, often town centers, for two day. They come up with designs that address concerns about what is brought up. Communities are made up of a series of spaces that create social capital; more spaces equals more happiness and benefits. The Town of Newbury will be better off to have village center to build social capital and he understands mechanisms to build town centers. Mr. Azodi asked if it can be done

with this project. Mr. Baker said that there are not many communities that embrace the concept but this project will help them take steps to achieve this goal.

Mr. Messenger asked if the existing playground and the Veteran Memorial will create issues. Mr. Baker said that they will not create as many issues as the hillside as they can be designed around but designing around a steep / rocky hill is harder to design around.

Ms. Sherman said that there is a short window to do the work and asked if the Committee is being too aggressive or can they meet the schedule. Mr. Baker said that the critical path is the contact time with the committee as they can do the work but there needs to be balance between meetings and time to get work done.

Ms. Sherman said that the Committee understands that they cannot get construction documents by January but asked if they can they get decent cost estimates for Town Meeting to be able to get approval for construction in March. Mr. Baker said that he suggests hiring construction manager for bond votes as people would trust a team with a construction manager. However, they do have a people they hire for cost estimators and an estimate is covered in the fee proposal.

Mr. Azodi asked Mr. Baker to elaborate on the extent of geotechnical analysis as it is important at the end that there is a full geotechnical analysis. Mr. Baker said that the first fee proposal was \$40,000, which was more than necessary to determine if the site is viable. They have, therefore, split the difference as a geotechnical proposal is more detailed if it is a flat and open site. They are not doing an analysis to determine the level of buildability and they are not testing the soil capacity. They will just be probing for ledge on the new site. They also included two borings plus several test pits for each site. Mr. Baker continued that monitoring wells are expensive and there is a time frame involved. The less costly, though less comprehensive, alternative tests are the push wells. For both sites they will try to answer question about buildability but it does not make sense to do full technical analysis on both sites if they are only going to build on one. Mr. Azodi said that they will want to have a good level of confidence that where the building will be proposed will be about where it will be located. Mr. Baker said that they will be making sure the site is suitable but they need to take a common sense approach.

Ms. Sherman said that in their proposal, Warrenstreet does not specify deliverables for the project and asked if they have in the fee exactly what they are giving the Town in terms of the testing pits as she is concerned because they need to compare apples to apples. Mr. Baker said that the fee is structured itemized by task and under each task there is detail. Also, the meeting time is also broken out, which was not required, but it is listed out as separate number. The Committee explained that they have not looked at the fees for any of the presenters. Mr. Baker gave further detail regarding the geotechnical analysis that will be done including: exploring the Bald Sunapee site, specifically the well; creating an environmental summary and a geotechnical summary. Mr. Baker said that he included an amount for a full geo-technical report but for the soil bearing capacity he did not include the cost.

Chairman Tentarelli asked if Mr. Baker could they talk about his experience with alternate energy. Mr. Baker said that technology has been changing and solar energy is something he has experience with which can help with electricity costs. He also has experience with biomass as he

worked on school project that had campus wide wood pellet system (3M BTU boiler). The facility manager said that the high school cost \$60,000 before the pellets and they spent \$30,000 the first year; they then added the elementary school and science building and savings were substantial. Mr. Baker said that he learned the effects both on the environment and also the people who worked there as facilities people worried about it but they found it was more reliable than the oil furnace and the maintenance people felt more comfortable working on the wood pellet furnace. The existing high school had two oil burners, they removed one and put in the wood pellet furnace, and the pellets are in a silo which is 50 ft away from the buildings. Mr. Smith said that he has additional experience as he working with the VA in White River Junction on a wood chip boiler. There is a separate building that processes the wood and delivers the chips to the boiler building, 350 ft away. This project was recently completed. Mr. Smith said that he also has experience with geo-thermal as he worked on the Eastman South Cove building and Merrimack Nursing Home, both of which use geo-thermal. Mr. Azodi asked if Mr. Baker will be able to give recommendation on alternate energy after this is done. Mr. Baker said that they will work with the Committee to determine what they think is best. There has to have some flexibility so if they need something that is off their proposal then they can work with that. Ms. Freeman said that they reason they are talking about doing an analysis on what would work best for alternate energy is because the Selectmen would like to see if it is viable to put all the municipal buildings on an alternative energy source. Mr. Baker said that his experience with working with geo-thermal is that they will need to look at a test well to help to determine costs up front.

Mr. Azodi asked Mr. Baker to give an explain about the schedule such as when they are starting, what they will do when, when they propose getting the public involved and how often they will want to meet with public. Mr. Baker said that every community is unique so it is hard to say what is the best approach to going out to the public so how they will approach it will come down to understanding the community. They have basic facts and knowledge but it is not enough detail to define anything. They will start by getting up to speed with every item and produce documentation to get up to the process. They would also like to talk to the people who are the opinion leaders of the community who will help or hurt the process in to the project quickly. Mr. Azodi asked and Mr. Baker said that they have proposed the number of meetings that were in the RFP.

Chairman Tentarelli asked if the contract gets signed by the end of August, what will happens first. Mr. Baker said that they would meet to determine priorities and look at the list of tasks with the fees to determine which options to pursue and at what pace. They will also set up a regular meeting schedule as these projects take a lot of communication and a lot of time. The biggest challenge is to have costs and expectations that the Committee, Boards, and voters can all agree on but the only way to achieve this is to listen to everyone.

Discussion

Mr. Pavlicek brought the Committee copies of the fees from Mires, SMP and Warrenstreet.

Chairman Tentarelli asked Mr. Pavlicek if the Committee is successful in picking someone what their function will be after this happens. Mr. Pavlicek said that the Committee does have some

time to make their decision as they will only have two Selectmen at the next meeting. He thinks that the committee will continue on to assist the Selectmen to make a plan, however, this is up to the Selectmen.

There was a brief discussion and the Committee determined that they should have a discussion first regarding the three presentations and then turn in their grading sheets.

Chairman Tentarelli said that Mr. Thorson was more favorable towards SMP than Mires though it was close. He felt that SMP spelled out their plan a little more clearly and he was concerned about Mires' idea of getting public involved before there was anything specific. Ms. Sherman said that she thinks that even though all three make suggestions about doing something a certain way, it is up to the Committee to determine which parts of the proposals meet their needs.

Chairman Tentarelli said that he was nonplused by the Warrenstreet presentation as it was not Newbury focused at all. Ms. Sherman agreed with Chairman Tentarelli. Mr. Azodi said that if he were to make a judgement by the presentations, he would agree but he knows the firms and if he was to judge by capabilities and backgrounds, they all know what they are doing. Just because they did not perform well does not make it that they cannot do the job and all companies have great backgrounds. Ms. Freeman said that she agrees that they are all three good firms but the problem with the presentation was the preparedness as Mr. Baker did not know what was in the proposal. Ms. Sherman said that Warrenstreet did not respond correctly to the RFP and did not read it right. Two of the firms understood their desire to have a Town center but Mr. Baker did not recognize that Newbury has a good town center. The presentation was not Newbury focused.

Ms. Sherman said that Mires and SMP understand the problem and they knew what Newbury was looking for and they had schedules. Mr. Mires was specific that they wanted to have the geo-tech done soon. Selectman Wright said that both Mires and SMP has had prior experience with the project but Warrenstreet did not have prior experience. Ms. Freeman said that Mr. Baker should have said that they would go through all the previous work first.

Mr. Messenger said that they are under serious time constraints and he does not believe that Warrenstreet was in the position to meet the time constraints but the other two were comfortable to meet the time constraints. Mr. Azodi said that both Mires and SMP had a schedule.

The Committee decided that Warrenstreet was not in the running.

Ms. Sherman said that because of the time constraints, she thinks that Mires knows the problems though he does have preconceptions, but it would give an advantage in his understanding of the project. Ms. Freeman said that likes that SMP is coming in with a fresh eye and she likes someone that has a bigger picture. Mr. Azodi asked and it was explained that Mires was involved in a study a long time ago and did some test pits on the site previously.

Chairman Tentarelli said that he had a concern that SMP was thinking too far outside the box such move all the parking lots, etc. and that they are thinking too big.

Selectman Wright said that he feels the time frame is too constrained and it should be phased. He feels as though the biggest problem will be selling to the public and they need PR; too fast will be too many unanswered questions. His expectation that this will be two to four years out until building as when they put into the CIP that they would put in \$300,000 over the next three years it makes it a preconceived notion that it will be a longer time frame. Selectmen Wright continued that what concerns him is making it fit into the Town concept and making it look right. Ms. Sherman said that she does not think it will be a problem. Ms. Sherman said that when they started the process, the long term goal was to go to Town Meeting if they could, but if they can't then they will backtrack; they want to do what is right.

Selectman Wright said that the Board of Selectmen determined that they will not put the fire station where it is now.

Chairman Tentarelli asked and Mr. Williams answered that he felt that Mires answered better with more understanding of the project.

Mr. Messenger asked why they are doing a feasibility study and spending money on something when the Selectmen have decided that there is no feasibility for one of the two sites. Chairman Tentarelli explained that they are deciding if there is anything feasible for the site at all. Selectman Wright explained that the costs of tearing down and rebuilding is more than building new and there are constraints on the current site so that is why they determined they can't have a fire station there. Chairman Tentarelli said that there may be hazardous materials there that would impede them from alternating the building to have something else there. Ms. Sherman said that the geotech is to see if there are any hazardous materials there but she feels that the amount of geo-tech is going a little beyond what is needed. The current site was picked up as a potential contamination site because of the gas station. Ms. Freeman said that the testing is not set in stone and it can evolve as the project evolves, if they decide not to do test pits over there then they don't have to. Ms. Sherman said that both Mires and SMP will use the same person for the geo-tech.

Mr. Messenger said that he agrees that the choice is between Mires and SMP and he thinks that he has enough info based on the presentations to lean one way or another. Mr. Azodi said that he thinks both companies are good and presented well and showed understanding of what Newbury wants and he knows which way that he is going to vote.

The Committee scored the companies using New Hampshire QBS coalition score sheets (not including 7, 9, 10, & 11): Mires=405; SMP=395; Warrenstreet=297.

Ms. Freeman said that she wanted more creativity or a fresh look so she is disappointed. Ms. Sherman said that she thinks they have a good opportunity to talk to Mr. Mires about concerns and the people have changed their minds about a lot of things over time.

The Committee looked at the cost proposals from the companies. Based on its relative score and on its bid being within the amount authorized by the warrant article, the committee agreed to recommend Dennis Mires, P.A. to the Selectboard.

The Committee discussed what they will do at the first meeting with Mires. Ms. Sherman said that she thinks that they need to go through the RFP and prioritize tasks and also look at the geo-tech and try to get the cost down. Ms. Freeman said that they need to present what they will be doing as scheduling is critical. Chairman Tentarelli said that these there are tasks that will need to be done before the next meeting. Ms. Sherman said that at the meeting with Mires they will need to talk about the proposed schedule. Mires also needs to hear from the Committee about some updated things such as if the current fire site is out.

Ms. Freeman said that they need to talk about things that are fixed in stone. Chairman Tentarelli said that he would like to know what is fixed in stone before meeting with the architects. Selectman Wright said that the current site is not suitable for a fire station. Also, one of the agreements that was made with the Veteran's Committee was that the Memorial will stay where it is and they worked with Peter Tenant to ensure that it worked with any new building. Mr. Azodi said that he fears that there is so much cast in stone and that the less cast in stone, the better the project. Ms. Freeman said that she feels that they should not tell the architects that anything is cast in stone. Chairman Tentarelli said that if the Board of Selectman says that there is then they have to follow that. Selectman Wright said that if they try to move the playground or Veteran's Memorial then they will have a tough sell as both committees made concessions to those locations. Where they are s located is appropriate for a new fire building, police department, or parking area and when they did the studies with Peter Tenant it was determined that they could control the runoff with swales, catch basins, and culverts. Mr. Azodi said that the consultants will take the wetlands and runoff into account as once they get their studies done they will identify the issues. He is not saying they should move something but now they have hired a professional with today's knowledge and they need to tell them if there are problems.

Selectman Wright said that the State will not allow them to put proper signals in for the current site, the site does not meet the sight lines and the State will not allow them to build larger.

Chairman Tentarelli said that there are three things set in stone: the playground can't be moved; the existing fire station site is not suitable; and the Veteran's Memorial would be difficult to get public sentiment to move.

Mr. Williams asked why they spending money to evaluate existing fire house. Ms. Freeman explained that it is to determine what they can put there because the Town owns it. Selectman Wright said that the Board of Selectmen would like to look at putting the police department there because parents are not comfortable having the police station next to the playground. Selectman Wright suggested that one of the things that the committee should do at some point early in the stage is engaging the architect with the public relative to some of the concerns as he thinks it will influence some of the decisions that will be made. Ms. Freeman said that she thinks that they need to rely on Mires to set schedule to meet with public. Selectman Wright said that the Board of Selectmen will become more involved with meetings with the architect.

Next meeting: August 27th at 5:30 pm.

Meeting adjourned at 8:30 pm.

Respectfully submitted,
Melissa Pollari, Recording Secretary