

Charlton Fire Station Building Committee

Members:

Chairman Ralph Fiske	Present	Secretary Rob Barton	Present
Brian Ouellette	Present	Robin Craver	Present
Joe Haebler	Present	Dave Ryan	Present
John McGrath	Absent	Keith Cloutier	Present

Vertex Members:

Kevin Heffernan

Tecton Members:

Rebecca Hopkins, Jeff McElravy and Matt Salad

Also in attendance:

Gerry Doble, Finance Committee Member
Lt. Dan Dowd, Charlton Police Department
Chief Graham Maxfield, Charlton Police Department

Meeting held on January 14, 2019 at 0900

Motion to accept the minutes from the 12/20/2018 as amended

Haebler

Second-Cloutier

Unanimous

Joe Haebler states he will reach out to Karen Spiewak and discuss means to setting up the Friends with the Public Safety Committee Group

Ralph Fiske asked about the purchase and sales agreement for the property. Robin states she went to the meeting on 12/21/18 and states it went well. They are working out the final details for the property purchase.

Jeff McElravy states that Dennis Ross and Rebecca met with the FD the other day to discuss the space needs analysis, states it has not been typed up yet but will be ready for the next meeting.

Jeff McElravy then went through the 1st draft of the police space needs program. Jeff discussed that there were some differences than the one conducted by Weston and Sampson. Jeff also stated that the 1st draft is slightly larger than the normal based on personnel and call volume.

Jeff states he met with Chief Maxfield, Lt. Dowd and Sgt. Cloutier and then reviewed the entire space needs analysis that was conducted at the Police Station. Jeff is estimating our property to come in at 40,000 square feet on the 1st draft of the analysis.

Ralph asked about what the heating system will be, Jeff states it will depend on several items.

Ralph Fiske asked about a timeline, none at this time. Tecton and Vertex to come up with a timeline for the next meeting.

Jeff states that the next meeting we will go over the Fire Department space needs analysis and then the following meeting is when we can expect to see some conceptual designs.

Next meetings planned are

1/28/19 at 0900

2/11/19 at 0900

Robin to get the contact information for Overlook to Tecton so they may contact them when the consultants are ready to get on the property.

Kevin reminded the committee that by March we need a place holder for the Annual Town Meeting and in Mid-April we need a good number for the building cost.

Motion to adjourn at 0955

Haebler

Second by Ryan

Unanimous