

Charlton Fire Station Building Committee

Members:

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

Vertex Members: Kevin Heffernan

Tecton Members:

Rebecca Hopkins

Also in attendance:

Lt. Dowd, Charlton Police

Deputy Cantara, Charlton Fire

Chief Knopf, Charlton Fire

Curt Meskus, Building Commissioner

Meeting held May 6, 2019; meeting called to order at 1000

Motion to accept the minutes from the meeting that was held on 4/29/19

Haebler

Second-Ryan

Unanimous

Ralph Fiske asked about the upcoming presentation dates. Rob informed the members that there is a presentation planned for Wednesday, 5/8/19 at 630 pm at the Overlook in Price for the Charlton Lions. Ralph Fiske along with Sgt. Cloutier will be attending and presenting. There is also a presentation for the Dudley-Charlton School Committee on 5/8/19 at 700 pm at Shepherd Hill HS. Rob along with Dave Ryan will be there to present. In addition, there is a public presentation scheduled for 5/9/19 at 630 pm in the Selectmen Meeting Room, where Rob will be there along with Jeff from Tecton. All members of the committee are encouraged to attend the presentations.

Rebecca discussed the traffic study from the engineers and reports that there are three levels of recommendations. The first one is a must and the other two levels are options for the town but not part of the Public Safety project. Rebecca states that the traffic count on Masonic Home does not indicate a need for a traffic light, would probably only require signage to notify motorists of emergency vehicle traffic. Rebecca did state that the traffic engineers gave a recommendation for the intersection of Main St and Masonic Home Road to be looked at for improvements, either a rotary, traffic light, or overall intersection improvement. Rebecca stated the study recommends a discussion between Fire, Police, and Highway about the intersection, but states it has nothing to do with the Public Safety Complex project. Keith Cloutier states that he could forward it to the Traffic Commission that exists within the town, CPD Ofc. McGrath is the chairman of it, and they could discuss it at their meetings. Rebecca will give the official report once it becomes available.

Rebecca distributed cost estimate sheets to the committee members as well as Conceptual Design Cost Estimates from Rider, Levett, and Bucknall. Rebecca states they have renamed the sites to be upper site (on top of the field, closest to the parking area at St. Joseph church) and lower site, closest to the road and nearest the current police station. It showed site 1 (lower site) to be 28.7 million and site 2 (upper

site) to be 29.0 million. Noting that both sites are able to be constructed within the 28.5 million dollar limit given to us by the Finance Team. Rebecca states the estimator that they use for all of their projects has consistently been very conservative and resulted in actual costs to be about 1 million dollars less on final bid costs.

Rebecca reviewed the estimate sheets and noted that only level 1 of the traffic study was included in the price and that level 2 recommendations and level 3 are not included. Rebecca reviewed the Conceptual Design Cost Estimate book and discussed the way the information is presented in the book.

Questions asked about parking spaces on both sites. Rebecca states that there is a difference of 10 spaces from the upper site and the lower site, with a potential to add the 10 spots on the lower site making the parking spaces equal. Rebecca stated that the civil engineer felt that both sites could be used, however they would prefer the upper site.

Joe Haebler asked about the possible unknowns on either site. Rebecca states that she does not believe there is any unknowns on either site since they have invested greatly and performed the necessary studies. Question about the possibility of blasting on the upper site, Rebecca states that they would need to perform additional studies on the bedrock to determine if blasting is necessary.

Question was asked about the climb up the hill from either site, Rebecca states it is a 4% climb from either driveway.

Brian asked about trailer locations on the site plan, states he would want to see where they would be located to be shown on the plan.

Keith gave his option on the site preference and stated either site would not impede police response, stated the upper site gives them more parking spaces. Question to Keith regarding the number of cruisers within the department, Lt. Dowd stated between 12-14 cruisers. These cruisers would occupy parking spaces when not being used.

Chief Knopf asked to hear from Kevin and Rebecca about their site preference. Curt Meskus stated he would prefer the site closest to the current police station.

Question on whether we needed to make a selection today on the site or wait till after town meeting. Rebecca states that a decision on the site needs to be made before town meeting but states it does not need to occur today. Kevin asked whether it was on the agenda for today, Rob advised it was on the agenda for today.

Much discussion by several members about the vast number of pros/cons to both sites, with no site being completely ideal. Rebecca suggested a survey to be sent out discussing the pros/cons of both sites and the committee members would be able to complete the survey and decide on their choice. Caution was made that the committee members not discuss the survey with other members on the committee. Brian asked whether everyone on the committee should obtain the survey or just the six members present (omitting Robin Craver and Jon McGrath) due to their inability to attend meetings for the last several weeks. Decision was made that all members of the committee will receive the survey and Rebecca will bring the results to next meeting so a decision can be made.

Keith informed the committee that he will not be present at next meeting, question was raised whether someone could call in during the meeting to participate. Curt Meskus provided the decision by the Board of Selectmen to allow committee members to call in for the meeting, however they could not be counted to obtain quorum. Curt stated the standards set by the Board of Selectmen would need to be voted on and accepted for that to occur.

Motion to accept the standards set by the Board of Selectmen for remote participation in a meeting.
Haebler
Second by Ouellette
Unanimous.

Ralph asked about the invoice that Rob had to review for Robin while she was away. Ralph asked for all invoiced to come to the committee prior to authorization of payment being sent. Kevin advised that all invoices should be sent to him, where Vertex will review and confirm completion of items. Then the invoice will come back to the committee for authorization.

Joe asked about the problem that we have not picked roof material or siding material, yet there is a cost estimate in the book. Rebecca explains that as we move through the process, we would need to be cognizant on a give and take regarding spending money more or less than the cost estimates.

Next meeting scheduled for May 13, 2018 at 10 am.

Motion to adjourn at 1100; Haebler
Second Ryan
Unanimous