



Fire Station Building Review Committee

Meeting Minutes
Wednesday, January 4, 2017
APPROVED

Committee members in attendance: Allan Brown - Chairman, Kimberley Edelmann, David Hartman, Howard Kirchner, Janice Loz, Ed Raymond, Peter Wyman

SMP Architects: Anthony Mento, Eric Paulson

North Branch Construction: Ken Holmes, Bruce Blazon

Others present include: Ed Mical, Varick Proper, Ray Martin

Excused: Peter Ladd

1. Opening

Chairman Allan Brown opened the meeting at 6:00 pm.

2. Meeting Minutes

Peter Wyman made a **MOTION** to approve the minutes of November 30, 2016 and December 13, 2016. Ed Raymond seconded. After brief discussion about which meetings were which, all agreed to approve the minutes as submitted.

Allan said he had a note that the minutes of November 11 and December 5 still needed to be approved. He asked everyone to double check this.

3. Welcome

Allan Brown told the committee that the Board of Selectmen had selected North Branch Construction (NBC) to be the Construction Manager (CM) for the project. He welcomed Ken Holmes and Bruce Blazon to the meeting.

4. SMP Presents Option "Y"

Anthony said that SMP and NBC had met during the previous week at the SMP office in Concord. During the meeting, Ken and Bruce were brought up to speed on the project, sharing the history and explaining the role of the committee. They also discussed various aspects of the project.

Eric Paulson and Anthony Mento from SMP Architects gave a presentation to the committee, sharing the most recent updates and changes to the conceptual design. Included was a drawing of the building, a floor plan, and a flyby video of the conceptual building from all directions.

Anthony noted that "Option X" was, as of the last meeting, the clearly preferred option. The SMP team made some

modifications, including putting the radio room where it could overlook the apparatus bay. Another change suggested by the committee was to consider having a basement. SMP went with that suggestion.

Eric explained that it was clear that there were several rooms competing for direct access onto the apparatus bay. They included the:

- ◆ Radio / communications room
- ◆ Gear room
- ◆ SCBA area
- ◆ Decontamination area
- ◆ Hazardous materials area
- ◆ Work shop
- ◆ EMS storage

Anthony suggested putting some of those rooms on the far side of the apparatus bay, thus reducing the size of the administrative portion of the building. The resulting diagram was "Option Y".

Another new feature put into Option Y was the main entrance centered at the front of the administrative building. Citizens would walk into the foyer from the front. An entrance on the back side of the building would be for staff. Firefighters could also enter directly into the apparatus bay.

The drawing for Option Y included lines which showed potential areas for future growth for both the administrative building and the apparatus bay.

4.1 Utility Pole on Rt 103

Eric noted that there was currently a utility pole which would bisect the driveway. On the diagram, it was shown as an "island". The committee would need to decide whether to pay to have the pole moved or to work around it.

Chief Ed Raymond didn't think the island would pose a problem; there was enough room. Peter Wyman felt having an island there would actually look good, breaking up the view of large pavement. Kimberley wondered if it would be considered two driveways by NHDOT. Janice didn't like it. Eric noted a decision was not immediately needed.

4.2 Roofs

The pitch of the roofs shown were 6/12 on the administration building and 5/12 on the apparatus bay.

David Hartman said he felt there was a lot of wasted space above the apparatus. Every fire station visited had the same thing. David suggested a flat roof would eliminate wasted space and generate improved energy conservation. He also argued that with a flat roof, there would be no concerns about snow dropping off the roof. He wanted to see an Option presented that had a flat roof.

Janice said she did not think a flat roof would fit into the neighborhood. She later said she would want to know the benefits of a flat roof. Kimberley asked if a flat roof could have a facade to make it look like a pitched roof; no one liked that idea.

David recalled that the committee viewed a brand new fire station with a pitched roof that was already leaking. Others commented that a flat roof could leak as well if not built well.

Eric said that technically speaking, there was no reason not to have a flat roof. However, he pointed out that the committee needed to consider what the public would prefer.

The apparatus bay was currently at 36 feet in height at the peak. The fairly new barn across the street was believed to be higher.

Anthony recalled that at the last public presentation, most of the concerns were expressed about the building fitting

into the neighborhood and being aesthetically pleasing. A flat roof was a possibility. Anthony didn't know how much the KRSD schools had to deal with their flat roofs. Several comments were shared simultaneously about school buildings and the CAP building having to occasionally shovel snow.

David relaxed his input on the flat roof, for the evening. He was mostly concerned about the volume of space that would absorb heat, even with insulation, which would not be the case with a flat roof. He was thinking in terms in energy savings. He wanted to see data.

4.3 Catch Basin

Allan asked whether a catch basin would be put in place to manage snow / water at the intersection of the apparatus bay and the administrative building. Anthony said that would be the case.

4.4 Apparatus Bay Ceiling

The committee talked about the apparatus bay ceiling. The ceiling would have to be high enough to allow the apparatus to be opened upwards while also having lighting and ventilation systems hanging down.

4.5 Configuration of the Apparatus Bay

Anthony noted that the doors on the apparatus bay were 12, 14, 14, 14 and 12 feet in width. The 14 foot doors were in the center, the 12 foot doors were on the far left and right. The width of the bays were sized accordingly.

David Hartman moved discussion to the number of apparatus bays. He wanted to see an Option where each vehicle did not require a door and asked what would happen if there were 3 bays, 3 vehicle deep instead. David said that the fire stations that were visited that had drive-through bays actually said they did not use them that way. Henniker and Sunapee both said they back into the bays. He wanted to consider 3 x 3 bays to reduce the size.

Eric said that in the end, the square footage of the bay would be the same. David agreed, but noted that energy efficiency would be better with fewer doors. Kimberley asked in what direction the station would later expand if a 3 x 3 configuration was chosen.

Eric said at the Canterbury station, they framed for doors, but did not put in doors. Later, the doors were put in. Allan said he felt the budget committee would not support putting in doors after the fact. Janice thought the decision had already been made. Kimberley said that while the committee had agreed on several things, it did so knowing that once the architect and CM were brought on board, discussions would continue. Eric and Allan noted it was the right time for the renewed discussion.

Howard thought 5 bays was appropriate.

Eric noted that "function of the fire station" was the first priority according to citizens who filled out the survey.

Janice asked if the bays were configured according to the actual size of standard sized vehicles or custom ones. Anthony said standard vehicles would fit. He also added that the bays were sized to allow the vehicles with a 3 foot buffer around them for opening doors, and then a 2 feet buffer between each bay.

Ed confirmed that the customization of Warner's fire apparatus was both in height and length.

Kimberley asked if bays 1 and 5 would have restrictions regarding which vehicles could go into which bays. Allan said it would not, but the narrower 12 foot doors would make driving in and out a bit more challenging. Eric noted that there would always be smaller vehicles which could go into those bays.

4.6 Split Rock Road Driveway

The drawing showed a 35 foot wide driveway. That was narrower than shown in earlier diagrams.

Referencing earlier conversation, Anthony noted that the fire departments that were not using their drive-through option did not have a second driveway. For Warner, returning to the station would be done via Split Rock Road making the drive-through option very easy to use. Chief Ed Raymond felt having both options was useful.

4.7 Administrative Building

Everyone agreed having the public entrance moved to the center of the administration bay looked good. The conceptual drawing showed 3 parking spaces near the entrance.

Kimberley liked that the kitchen / training room area opened up to the outside area on the side of the building.

Eric noted that another option was to have the building rotated 90 degrees where the public would be entering from Split Rock Road. Ed said he preferred the entrance and public parking out front. He noted that if no one was actually in the station but driving by, they might notice if someone was trying to visit. If the public was parking out back, it would be unseen.

4.8 Opinions

Anthony asked the committee what they thought of the latest drawing. Kimberley, Howard and Janice all said they liked it.

Allan asked Ed if he liked the way the fire fighters would access the gear room. Discussion about where the doors should be placed followed and how many doors there should be. Ed preferred the idea of one door from the gear room to the apparatus bay.

4.9 On Site Water Hydrant

Ed pointed out that having a hydrant located out of the way would be good. He wanted the trucks to be able to refill without blocking other vehicles.

(At this point, multiple conversations took place for several minutes as the committee reviewed the floor plan, all with positive vibes.)

5. Emergency Management Operations

Kimberley asked if the Emergency Management Director's office should be increased from 10x10 feet to 10x12 to accommodate two people instead of one.

Eric said the committee would have to agree to change the program (list of room sizes). He recommended waiting to decide as the next conceptual diagram would show furniture.

Ed Raymond asked Ed Mical (Warner's Emergency Management Director) what he thought. Ed Mical said that during an incident there would be a radio operator and a computer operator in the EMD office while others involved in emergency operations would use the training room.

Anthony noted that the EMD's office and the training area were adjacent to allow for the operation to run.

Ed Mical said that for emergency operations there would be 5 or 6 status boards, maps, phones, tables, people, and more. Space would be used up. In a recent table top exercise done upstairs at the current station, space got tight.

6. Basement & Mechanical Attic

Anthony noted that Option Y showed a basement and mechanical attic. Anthony asked Ken Holmes to comment.

Ken said that mechanical spaces on a second floor, when all was said and done, was typically more expensive. Square footage was needed for the staircase. The thermal envelop would have to go around the space instead of straight across a whole floor. As part of the equation, Ken said it was important to know how much of the building would be air conditioned. However, in general, he said putting the mechanical rooms on the slab would be more energy and cost effective. If all of the spaces were to be air conditioned, that would change things.

Anthony said air conditioning had not been discussed yet. Ken said he believed the full time offices and training room would be candidates for air conditioning.

Overall, Ken did not recommend going to an upper second floor. For a basement, he noted that it depended on what it would be used for. If used for storage, how efficient would that be when considering the stairwell? How bulky would the items stored in the basement be? That would have to be factored into the size of the stairwell.

Peter Wyman said that the basement was discussed in terms of mechanical rooms. Storage space would be a bonus. The idea was to reduce the footprint due to the size of the lot.

Ken recommended avoiding going up or down, especially if the air conditioning requirements were low. Put all of the mechanicals on the ground floor. The air conditioning units, if small, could be placed outside of the building. If using central air conditioning, more space would be required.

Anthony noted that if there were a basement, it would include space for an optional pellet boiler, a sprinkler room, an electrical room. There would still be a lot of space in the basement, more than the program needed.

Allan asked where the mechanical rooms would be placed if not going up and down. Anthony said the floor plan would have to be changed back to something similar to a previous design which Eric displayed to the committee.

Kimberley noted Option Y had an open feel to it whereas the option with mechanicals on one floor had a long hallway.

David asked for clarification about the size of the basement. Anthony showed that it was only under a portion of the administrative building.

6.1 Cost Differences - Basement vs No Basement

Peter Wyman asked the Construction Managers, Ken and Bruce, what the cost difference would be between having a basement and not having a basement.

Ken answered, noting that there was a vacuum of information; multiple elements were not yet known.

Ken said that the mechanical and sprinkler rooms don't need full height ceilings. Electrical / sprinkler can potentially be put in shed on the side of the building. That might reduce the mechanical space in the building to only 10x10. If pellet boilers and space for pellets was needed, then a basement would be the best option.

Peter asked if having a basement under the wet areas (such as bathrooms and kitchen) would make accessibility to plumbing easier. Ken said maintenance access could be built onto one floor. Peter felt access underneath was easier. Ken felt maintenance would be easy either way.

Ken said people often think of a basement is cheap. But the basement would require waterproofing. It would require a floor structure above it with 80 to 100 pounds per square foot, not 40 pounds per sq ft as done in homes. That costs more. Commercial railings would be required on both sides of the stairwell.

Peter asked what the numbers would look like. Ken said going for the size of the basement shown on Option Y, the basement would be less expensive. If only providing 10x10 mechanical space on the main level, that would be less expensive.

Peter said square footage going down was still less expensive than going out. Ken agreed.

Allan asked Fire Chief Ed Raymond for his thoughts about air conditioning. Ed said he felt the training room, possibly into the kitchen would be good. He didn't see a need for aircon in the offices or meeting room. The windows could be opened.

Bruce said it sounded like the mechanical room would be small. He was hearing less need for a basement.

Kimberley said if one day the building was extended, the basement provided an option to put in additional services.

Janice said she liked the option of a basement; she preferred the Option Y floor plan.

Ed asked if in the future a second floor was added and an elevator was required, could the basement be needed? Bruce noted that a LULA (limited use, limited access) elevator could be used.

6.2 Heating

Howard noted that discussion and decisions about pellet heating had not yet taken place.

Allan added that Peter Ladd was unable to attend the meeting. As the Energy Committee representative, Peter would want to be present when talking about heating takes place.

Anthony said after Town Meeting, the heating experts would come to the FSBRC meeting to discuss the heating options and cost benefits.

7. Civil Engineers & Landscapers

Allan let the committee know that he had been chasing down prices for Civil Engineers and Landscaper Architects.

Northpoint provided some options. A price of \$38,100 was mentioned. Anthony pointed out that some tasks could be done in Phase 3 instead of Phase 2.

Overall, Allan expected Phase 2 would require about \$180,000 for the 2017 warrant article. Allan said he included \$4,000 for an environmental study and an archaeological study.

Anthony said he emailed Allan and Town Administrator Jim Bingham an updated spreadsheet showing sub-consultants, costs and what could be done in each phase. He also recommended a little contingency amount. The aim was to keep under the \$200,000 mark for the article.

8. Warrant Articles & Distant Time Lines

Anthony said if the 2017 warrant article was successful, the plan would be for SMP to have the engineering and architectural drawings ready for North Branch Construction by January 3, 2018 so that they could bid it immediately.

Ken said the best participation and response to bids was always in January. Ken described a possible time line:

- ◆ January 3, 2018 - Issue date
- ◆ End of January - Bids would be in, questions would be answered.
- ◆ February 1, 2018 - Hard numbers for the bond would be known. Post bond hearing with 2 weeks notice.
- ◆ Mid February - Bond hearing.
- ◆ March 2018 - Bond vote at Town Meeting

Kimberley asked at what point the FSBRC would be involved in selection of sub-contractors. Ken answered it would be in the final week of January. Bruce and Ken both added that a review of who would be on the bid list would take place in November of 2017. Selection of the finalists would be in January 2018.

9. Options X, Y, ?

Janice asked when the committee would agree a final Option. Anthony noted no date was set yet. A final version for presentation at Town Meeting 2017 would be agreed sometime in February.

Eric noted that, assuming all goes well at Town Meeting 2017, the plans would continue to be modified as more information about the building was discussed and agreed. There would be a lot of fine-tuning to come.

10. Data Access Sharing

Anthony noted that the committee should have received an email showing how to access the documentation for the project.

11. Next Informational Session

Allan asked when the next informational session would be held. Anthony said they were ready. Allan said he needed to check the Town calendar before being able to set a date.

Howard asked if there would be another before Town Meeting. Anthony said it was the last one before Town Meeting. Howard suggested putting the meeting closer to Town Meeting, not too far from Town Meeting.

Secretary's Note: The date of Wednesday, February 15, 2017 was later selected.

12. Next Meeting

Allan asked Anthony when the next FSBRC meeting should be. Anthony said the next meeting was planned for January 18 at 6 pm. The committee agreed to continue with that plan.

13. Adjournment

Allan adjourned the meeting at 7:40 pm.

Respectfully submitted,

Kimberley Brown Edelman
Recording Secretary