



# Fire Station Building Review Committee

Meeting Minutes  
Wednesday, January 18, 2017

**APPROVED**

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

SMP Architects: Anthony Mento

North Branch Construction: Ken Holmes, Bruce Blazon

Others present include: Rick Davies, Linda & John McGilvray, Ed Mical, Varick Proper

## **1. Opening**

Allan said he wanted to hold off opening the meeting until Fire Chief Ed Raymond arrived. He stepped away to phone him.

Meanwhile, Anthony Mento shared that he had attended the fire department training session the night before and was able to meet with a lot of the crew. He presented the latest plans and talked about the process that the committee had been through. He had good dialog with them and received good input to share with the committee.

Anthony said that Eric was unable to attend the meeting.

Chairman Allan Brown opened the meeting at 6:09 pm.

## **2. Meeting Minutes**

December 5 and November 11 meeting minutes were approved without modification.

## **3. Pending Major Decisions**

Anthony shared a new Plan Option which included 12 foot apparatus doors.

Anthony noted there were still several open items; key decisions that needed to be reached:

- ◆ Basement
- ◆ Flat or pitched roof
- ◆ Number of apparatus bays
- ◆ Drive-through for all or some bays
- ◆ Apparatus bay doors: 12 or 14 foot wide
- ◆ Amount of paved areas
- ◆ Sidewalks

Anthony wanted the committee to consider each area, vote and have the minutes reflect the votes.

Kimberley asked if there was anyone present who would be able to vote on behalf of Fire Chief Ed Raymond, looking around the room. No one answered. John McGilvray asked how voting would work. Anthony said majority rules would be used.

### 3.1 Sidewalks

Allan wanted to discuss sidewalks first, noting that the Town was applying for a TIP (Transportation Improvement Program) grant and a TAP (Transportation Alternatives Program) grant. With extended sidewalks near the roundabout, the longer term plan was to add more sidewalks. He was confident the Board of Selectmen would want sidewalks.

Peter Ladd said that from the perspective of the energy committee, he believed they would support a sidewalk and making Warner a walkable community. Allan felt it would make sense to put in a sidewalk while tearing up the ground to put in the fire station. Janice felt the sidewalk should be placed across the street but noted there was not a lot of room on that side.

Allan said the right of way in that area had the old footprint of Rt 103. He added that the centerline painted on the road was dead center of the right of way.

Janice was concerned about visibility at the corner of Rt 103 and Split Rock Road.

Howard asked if sidewalks were common in front of fire stations. Allan noted it was not uncommon.

Kimberley said she knew about a campaign within Warner to get funding for sidewalks. What she did not want to see was the fire station project put in a 300 foot sidewalk that wasn't connected to anything, then have it torn up and rebuilt when a proper sidewalk project was undertaken. Allan said he didn't know where the sidewalks would line up. He also noted that there may not be room for a sidewalk due to private property.

Anthony noted that there would be costs associated with building a sidewalk. Peter Wyman wondered if a grant would help. Allan noted grants could take up to 4 years to obtain.

Howard recommended leaving space for a sidewalk. Anthony said that could be done, showing the sidewalk on the plan but not actually building it.

(Ed Raymond arrived at that point.)

Allan brought Ed up to speed, then asked for a vote.

**DECISION:** The committee unanimously agreed to show a sidewalk on the plans, but not build it.

### 3.2 Paved Areas

Anthony asked the committee to discuss surfaces for the parking area located away from the building where the fire fighters would park. The driveway behind the building and the few parking spots that may be put along side the building would be paved.

Allan said that compacted hardpack stone was pretty much bulletproof. However, during a warm winter, plowing could result in some of it being pushed off. With a paved parking lot, lines could be painted to show the parking spaces. With hardpack, that couldn't be done and you could lose a few parking spots depending on people parked. However, Allan also said he didn't expect to see all 40 parking spots used at once. If the hardpack did not work out, paving could be done at a later date.

Kimberley asked the Chief if he needed stripes painted in the parking area. Ed said he didn't and would rather spend money on the critical needs of the building instead of pavement.

Peter Ladd said that in terms of expense, asphalt might be less maintenance in the short term, but then it would need maintenance and replacement. Allan agreed that in 10 years, cracks would need to be filled. The parking lot would not get the same use as a road. In 15 years, he expected an inch cap would have to be added.

Howard asked if anyone was in favor of full asphalt parking lot. Allan said he would go with hardpack. With asphalt, there would be more runoff which would need to be captured and treated.

Bruce Blazon said that from a budget standpoint, the Construction Manager (CM) recommended going with hardpack. Peter Ladd asked if there were other permeable options. Ken Holmes said there were, but they were much more expensive. Allan said in New Hampshire, it was important to remember you need to be able to plow the surface.

Janice asked for clarification about what hardpack was. Allan explained it was pulverized ledge; it did not contain gravel. It was not dirt. It packs down to a smooth surface.

Ken reiterated that going with hardpack was a money saver.

**DECISION:** The committee unanimously agreed to have a hardpark parking area behind the building.

### 3.3 Basement

The basement as shown Option Z-12 would be under the bathrooms and the kitchen. It would house the mechanical room, electrical, sprinkler. If a pellet boiler was selected, it could be in the basement.

Anthony said that SMP believed a basement would benefit the building. However, they appreciated that there may be a cost impact.

Allan asked Ken for his thoughts. Ken believed putting in a basement was an addition of \$50,000. If a metal pan stair was used instead of wood, it would be more like \$62,000.

Peter Ladd noted that if the basement was not used, some of the square footage would have to be put on the ground floor. Ken agreed.

Kimberley added that a basement upstairs would require more roof as well. She asked Ken if in his calculations he was considering a basement option upstairs with a bigger roof.

Ken clarified that the \$62,000 figure was the delta between Option Z-12 with a basement downstairs and Option Z-12 without a basement and no other changes. Ken pointed out that there was not enough information available yet to estimate the difference between the current plan and a revised plan with the basement upstairs.

Bruce said if comparing a basement to a 10x10 foot mechanical / electrical room added to the ground floor, the difference would likely be \$20,000 to \$25,000. So the delta would be about \$40,000.

Anthony said that a metal pan stair may not be required, so he would side with Ken's initial \$50,000 delta. If the added square footage on the main floor was \$25,000, then the basement would be a \$25,000 adder and it would be larger than needed initially.

Ed Raymond noted that additional more may be needed for phone and communication lines. Anthony said they would likely be in the electrical room.

Howard suggested having a basement would provide emergency shelter during a tornado.

Ed also asked if someday an ambulance was desired, where would people sleep? Ken said people would not sleep in the basement; the ground floor space would have to be changed.

Kimberley felt that having a basement under the bathrooms made maintenance and access to the plumbing easier.

Janice pointed out that there was only one chance to put in a basement.

Anthony recalled that what the public wanted was a building that fit into the neighborhood. Keeping the footprint as small as possible would help achieve that.

Bruce noted that depending on what was underground, such as ledge, costs might increase.

Allan called for a vote.

**DECISION:** The committee unanimously agreed to include a basement.

### **3.4 Flat or Pitched Roof**

David Hartman said he would retract his support of a flat roof if everyone else was in favor of a pitched roof.

Bruce said a flat roof was significantly more expensive to the tune of \$50,000 or \$60,000.

**DECISION:** The committee unanimously agreed to have a pitched roof.

Anthony noted that the committee chose the less costly solution.

Kimberley noted that the neighbors enjoy growing vegetables. She asked if the pitched roof would reduce the amount of sunlight reaching their gardens. Anthony confirmed it would not.

Ed believed that the height of the fire station would be lower than the barn across the street.

### **3.5 Apparatus Bay Doors: 12 or 14 Foot Wide**

Anthony noted that the Program showed the building was over 10,000 sq ft with a small apparatus bay of 70 x 76 feet with 12 foot doors. There was an adder for a larger apparatus bay sized at 80 x 82 feet with 14 foot wide doors. The current fire station had 12 foot wide doors. The fire department expressed a preference for 14 foot doors. 14 foot doors not only increase the length of the building, but they would require additional structure to be put in place between the doors.

Peter Ladd wondered if a hybrid, a combination of 12 and 14 foot doors should be considered.

Ed Raymond noted that when discussing plans with the department the night before, fire fighters agreed 14 foot doors would be better. Kimberley asked if that would still be the case if they were driving through instead of backing into the station. Ed said if they were driving through, it would not be a problem. It was backing in that posed the challenges.

Howard noted that it appeared that the biggest vehicles were in 2 bays. Ed said the actual placement of vehicles would be a little different. For example, the rescues would be parked closer to the medical supplies.

Peter Ladd noted that 20 years ago, most of the guys who were driving the trucks were professional drivers. That was no longer the case. He felt larger doors might encourage more participation in the department.

Allan and Ed agreed that smaller doors would be fine for some of the equipment.

Ed did not feel the bay closest to the administration building needed to be a wide one.

Janice suggested having three 14 foot doors in the middle and 12 foot doors to the far left and right.

Peter Ladd recalled that wet hoses would be laid on the radiant floor for drying. He asked if that would become an issue if the apparatus area was reduced in size. Ed said it might; depends on how much hose would be out.

Anthony noted that there would be 3 feet of space around each vehicle and another foot and a half between those areas. Vehicles would be 7.5 feet apart. Ed said if that was the case, all the doors of the vehicles could be opened and you'd still be able to walk between the trucks; that would be great.

Anthony said 12 foot wide doors should be adequate. There would be 2 feet between each door.

Ken asked if the standard highway lane width was 12 feet. Allan and Anthony confirmed it was.

The fire trucks were 8 feet wide. Add more for the mirrors.

Allan asked Ken what the cost difference would be. Ken said to think about it in terms of square footage. Going to 14 foot doors would increase the apparatus area by about 1,240. That was about \$186,000.

Allan asked for a vote on 12 foot doors. Six were in favor. Kimberley said she was in favor of a mix of door sizes. Ed said he would like that too, if it was an option. Howard leaned towards two 14 foot doors, noting that the increase would be less than \$186,000.

The idea of having one 14 foot bay, placed in the center, with all of the others as 12's, was discussed and received support. Ed agreed that thinking down the road, having one wider door made sense. He believed Contoocook had to widen a door after the fact.

Adding one 14 foot door would widen the building by only 3 feet.

Kimberley said she did not want to see the Town purchasing custom sized vehicles in the future. David noted that the maximum width of the vehicles would not change. Ed agreed but said one had to consider the equipment hanging off the vehicles.

**DECISION:** The committee voted on doors of 12, 12, 14, 12 and 12 feet in size. 4 were in favor, 3 were against.

### **3.6 Drive-Through for All or Some Bays**

Kimberley suggested that if any door were to be removed, she would suggest the one closest to the administration building at the back.

David recalled that during visits at other fire stations, the committee heard that the drive-through functionality was not being used. He believed that vehicles would be backed into each parking spot with the front of the vehicles pointing to the doors. Ed noted that when Rescue 1 goes out, Rescue 2 also goes out. Kimberley also said that the committee had promised that the driveway onto Split Rock Road would not be used for emergency vehicles going to an incident. Ed added that if a vehicle wouldn't start, the vehicle behind would need a way to get out of the building.

David asked why 5 bays with 10 doors were needed. His primary concern was in regards to energy efficiency. With more doors, more energy would be needed to heat the building. Ed said that without enough doors, vehicles would have to drive around within the building to access a door. Also, doing that, the vehicles would be traveling at an angle, thus making the 12 foot doors even tighter. He did not want vehicles moving diagonally within the building.

David asked if all of the vehicles worked in pairs, such as done with Rescue 1 and 2. Ed said it depended on the call. Also, during mutual aid calls, some Towns would request a specific vehicle.

David also asked if the forestry truck, the lighting truck and a trailer needed to be in the building with separate drive-through doors. He stressed he was trying to reduce the number of doors to save energy. Ed answered that all of the equipment needed to be accessible and under one roof.

Anthony said they don't view the apparatus bays as being energy efficient. They won't be heated to the same temperature as the administrative wing. They would be warm and dry, but not 60 degrees. Whether one door or all ten doors were opened, the building would get cold.

Howard asked the Chief if he could envision 8 or 9. Ed replied that he felt all 10 were needed.

Ken said that when framing for a door, including siding and insulation, and modifying electrics to go around the door, there would be no money saved. Ken said there would be some air leakage at a door, but 8 air loss openings versus 10 would not make a significant difference.

Howard asked about the cost differences in materials. Ken said that it would depend on the interior and exterior faces. He noted that for the interior walls, drywall would not be used. Instead, it would likely be CMU (concrete masonry unit / cinder block) which would be more expensive than a door. Ken said it was at least break even, if not cheaper, to have doors.

Ed said the only reason they don't have back doors on the current fire station was because of the lot it sits on. He reminded everyone that when the addition was put on, it was built on donations, including the land and volunteered time. Ed felt putting doors on just one side would make it no better than what already existed. Trucks would get stuck. Moving trucks sideways across the bays would not be good.

Ken, also a fire fighter from Newbury, concurred with the Chief on that point. The Newbury fire station used to have back doors that were taken out when the building was modified. Since then, they have had to deal with the problem of having a truck stuck behind another that had a dead battery. Speaking as a fireman, Ken was in complete agreement of having doors in front of all key apparatus. However, ultimately square footage equals money.

Janice asked what would happen if the add-on rooms at the end of the building were pushed up into the last bay and the ancillary equipment was moved to a little external wing attached at the end of the building. Ed noted that the ATV trailer needed to stay in a heated area. The lighting plant also needs to be kept warm as it had a diesel engine. They went to use it recently but it was difficult to get started as it was stored in a cold garage. After that, they moved it back into the fire station. The snowmobile could be kept somewhere cold.

**DECISION:** The committee vote 5 to 2 in favor of ten apparatus bay doors.

*Secretary's Note: No specific decision was made regarding the number of apparatus bays. However, the decision to have 10 doors implies that 5 bays was agreed. Each bay had a door at the front and the back.*

#### **4. Modifications Found In Option Z-12**

Anthony reviewed the most recent modifications made to the plan. These included:

- ◆ Smaller basement
- ◆ Smaller apparatus bay with 12 foot doors
- ◆ Furniture, fixtures and gear lockers are shown to scale
- ◆ Interior layout includes additional doors
- ◆ Small hearthscape outside of the kitchen & training room
- ◆ Some roof line changes
- ◆ Changes to drainage
- ◆ Moved the decon room

The building's location on the site had not been changed. The apparatus bay faced Main Street. When trucks leave, they will be pointing onto the road.

Anthony noted that there would be a sub-surface retention pond. No water would be running onto the neighbor's property. John McGilvray asked about snowplowing. Anthony noted it had not been discussed yet. However, snow would be pushed to an area where it would drain into the retention pond. Water happy plants would be in the

retention pond area. Kimberley said that sounded to her like a mosquito breeding swamp. Anthony said that it would be dry ground, engineered so that the water drains back into the earth as quickly as possible.

Anthony showed the exterior views of the building. This showed the roof lines. Kimberley asked what would happen with snow coming off the apparatus bay roof. Snow would be dumped directly in front of Bay 1 and Bay 5 doors on the front. Anthony said there would be heated pavement and drainage control to deal with the snow. The pavement would be on a separate heating zone.

Anthony showed the latest diagram of the apparatus bays and the room around each piece of equipment.

Returning to the administration building drawing, Anthony pointed out that the Emergency Management Director's office opened up directly onto the training room. The Chief's office was fitted with a meeting table. A flexible meeting room was located next to the open office area. The Radio / Comms room was moved to overlook the apparatus bay, which made sense.

The kitchen area had a door onto a patio area. The training room also opened up on that space. The gear room showed over 40 lockers. There were two doors to the gear room.

Decon was moved to be a sloping slab shower area just off the apparatus area. The washer and dryer were around the corner. Firemen would have direct access to the decon area. Ed noted that he wanted to keep gear out of the administration building.

Anthony noted that when going from the admin section to the apparatus area, there would be a step. That was to ensure liquids did not flow into the administration building. Kimberley noted that the little toilet was specifically added for people in the apparatus area. However, the door to the toilet was in the admin building and should be facing the apparatus area. Ed agreed. Anthony said he would move the door.

Peter Ladd asked if the stairwell had a full or half wall. Anthony said it would be a full wall and there would be a door.

Kimberley asked if there would be staircase going up to the attic. Anthony said there would be no attic. Ken said the insulation would be at the ceiling. Kimberley asked if it would be expandable later. Peter Ladd asked if attic trusses would be used. Ken said creating the thermal envelope costs more; the upfront costs are high. Anthony agreed it would be better to have 12 or 15 inches of blown insulation and never have an attic.

Anthony showed that the work room, EMS storage, hazmat and SCBA were at the far south end of the apparatus bay. The thought was that those areas would not need water. The night before, while speaking with the fire department, they felt that water would be run through the apparatus bay to service the vehicles.

Kimberley asked if the apparatus bay would be open span. Anthony confirmed it would.

Anthony showed several bird's eye views of the building from various angles. (An example is shown here.)

The last thing Anthony showed the committee was a flyby animation showing the building from all angles.

Anthony also pointed out that the conceptualls showed plantings. He said a wall of fast growing trees would be put in place to soften the line between the properties.

Feedback from the committee was all completely positive. The McGilvrays also liked



the way the building looked.

Peter Ladd asked if the roof pitch was raised up if the building would look more "New England". Anthony said it would, but he was trying to keep the height lower.

Linda McGilvray asked if the administration side of the building was shown on the left. Anthony said it was. Kimberley noted that apparatus area did not have windows which might shine light onto the neighbor's property. Anthony added that the trucks need room to maneuver and so the building was situated that way.

John asked what level of light there would be at night. Kimberley noted that fencing or a wall was important. Allan added that a good privacy barrier was important.

Linda said she remembered New London having light pollution issues in their town, but that they resolved them. Ed said there wouldn't be a lot of lights on. They could program lights to turn on only when the fire department gets toned out. They would turn off automatically after they leave. Peter Ladd added that outside lights can be shielded. Bruce said that part of the civil design would include a photometric survey of the property.

## **5. Communication & Education**

Anthony said part of the role of the committee was to talk to as many people as possible before Town Meeting.

- ◆ Anthony would be at the transfer station on the weekend of February 4 and 5.
- ◆ A public informational session was scheduled for February 15.
- ◆ Anthony and Peter Wyman would be speaking at the Men's Club.

Anthony wanted everyone to get engaged and help talk up the fire station.

### **5.1 Costs**

Linda asked what the fire station would cost. Allan said the cost was not known. They did have a good idea of what Phase 2 would cost and that would be presented to the Town at the 2017 Town Meeting. A maximum guaranteed price for construction would be known by the end of 2017 and presented at the 2018 Town Meeting.

Allan said the Board of Selectmen had approved a warrant article to share with the budget committee the next night. The Phase 2 cost was looking like it would be around \$202,000. There was still money in the capital reserve fund. So, the warrant article might be around \$180,000, with a request for only \$100,000 to be raised from taxation.

Linda said she had spoken with people who are appalled that a fire station would be put on Rt 103 in a residential area. She said some were also worried about the hill headed down to Market Basket and line of sight on the road. She said some people say they can't afford anything more on their taxes; with the fire station and the solar array, they would have to move. Linda said the town needs young people to move in.

Peter Ladd told Linda that he was on the energy committee. He explained that the solar array would actually make money for the Town from day one. Linda said she was just saying what others were saying.

Anthony asked Linda to encourage people to come to the informational session. Anthony added that many people support the location selected for the fire station.

### **5.2 Marketing Material**

Kimberley asked what was being done in terms of marketing material; brochures, website.

Allan said he would ask to use the sign to tell people about the informational session.

Anthony was asked by the budget committee to produce posters. Deputy Chief Sean Toomey would be adding posts

on the Warner Fire & Rescue Facebook page.

Anthony said he was a graphics guy and needed someone who could write. Anthony said there were resources in Town which the committee needed to tap.

Kimberley said she wanted to write an article for the Intertown Record. She wanted to be able to point people to places to learn more. She asked Janice when the new website would be done. Janice said it would be ready by the end of the month.

Anthony knows of three writers for the Concord Monitor. Two of them would be writing articles.

Ed said that the points Linda brought up need to be answered for people.

Allan said the intention was to provide what the Town needs at the time instead of in the far distant future. The plans had been reduced by about 4,000 square feet.

Ed Raymond said that if the committee did a good job over the next year, at 2018 Town Meeting there will be no debate; everyone would know what they need to know.

## **6. Emergency Operations Center**

Ed Mical said he had met with the State. There was an Emergency Management Planning Grant (EMPG) Program for Emergency Operation Centers (EOC). To apply for a grant, the Town had to submit an environmental submittal form to FEMA for review before any work was done. Ed said it had been submitted to the State earlier in the day. Ed hoped to hear back in 3 or 4 weeks, or sooner.

Allan noted that after the response was received, geotechnical work could begin.

Ed Raymond asked what the grant would provide. Ed Mical said that under the EMPG Program, there was a maximum request level of \$100,000. The EOC would entail the Emergency Management Director's office and the training room, the meeting room and maybe the kitchen area. It would address security, generator, telephone, TV and furniture.

John asked if accepting money from FEMA meant that FEMA would take control during emergency operations. Ed Mical said that was not the case. If the emergency operations center was opened during an incident, several departments and people would be involved including the fire department, the police department, the Board of Selectmen, the Town Administrator, representatives from the schools and more.

## **7. Next Meeting**

The next gathering of the FSBRC would be at the Informational Session on Wednesday, February 15 at 7pm at the Town Hall. No meeting dates beyond that were set.

Allan noted that Town Meeting is on March 15.

## **8. Adjournment**

Allan adjourned the meeting at 7:58 pm.

Respectfully submitted,

Kimberley Brown Edelmann  
Recording Secretary