



Fire Station Building Review Committee

Meeting Minutes
Wednesday, October 18, 2017

APPROVED

Committee members in attendance: Selectman Kimberley Edelmann - Chair, David Hartman, Howard Kirchner, Peter Ladd, Jonathan Lord, Janice Loz, Fire Chief Ed Raymond, Peter Wyman

SMP Architecture: Anthony Mento

Also in attendance: Emergency Management Director Ed Mical, Varick Proper, John McGilvray, Joe Daly

Thank You, Allan N. Brown!

On October 2, Allan informed the Warner Board of Selectmen that he wanted to retire from the Fire Station Building Review Committee. His request was accepted with best wishes and truly sincere thanks for his contributions.

Allan's involvement in the future fire station project goes back a few years. In 2014, he led a committee whose goal was to identify potential sites for the building.

In August 2015, Allan called the first meeting of the current Fire Station Building Review Committee (FSBRC). The committee's work was initiated with a set of directives from the Board of Selectmen and evolved from that point forward.

Allan led the FSBRC through critical phases of clarifying the needs of the fire department, touring other stations as part of the committee's reconnaissance work, selecting partners for design and construction, fine tuning the design several times, and so much more.

Allan was instrumental in securing the site of the future fire station at 148 W. Main Street. He also worked with the neighbors on Split Rock Road to reach an amicable agreement which allows the fire station to have a driveway on that road.

Allan's time commitment to the project went well above and beyond the hours consumed in over 48 meetings. He donated immeasurable amounts of his personal time to the project.

The FSBRC wants to publicly thank Allan N. Brown for providing the Town with years of leadership, energy, and heart on this project. Thanks to Allan's hard work and diligence, the project is on a great path. As the committee members continue rolling forward with the efforts still to come, we hope to make Allan proud of our work and, of course, the end result: A good new fire station for the Town of Warner.

1. Meeting Start & Roll Call

Kimberley called the meeting to order at 6:07 pm. Roll call was taken.

2. Meeting Minutes

The minutes of September 27 were approved pending one change on page 2. Peter Wyman noted that the rows of the chart which compared the two plans - one with a basement, the other without - were mislabeled.

Kimberley turned the meeting over to Anthony Mento, the SMP Architecture Project Manager.

3. Updates

3.1 House Relocation

Kimberley provided an update.

The house was going to be moved to Kearsarge Mountain Road. The site there was still being prepared. A driveway permit was going to be requested. An excavator had arrived onsite the previous evening.

The house was still being cut in half. The chimney had been dismantled. The trees along the road had been removed to make way for the house when it was moved. The mailbox had been set aside.

Anthony asked if the house would be separated from the block foundation, set up onto rails, and slid onto a trailer. Kimberley didn't know.

The house was being cut in half horizontally so that the top half could be moved separately without having to have electrical wires removed along the road.

Timeline to move the house: During October was the goal.

3.2 EOC Grant

Ed Mical provided an update.

The environmental work was done, allowing the trees to be cut.

Documentation on the garden well was needed. Ed was working with Tim Allen on that. The well would be properly closed / discontinued with the appropriate paperwork filed. Anthony asked if Ed Mical needed any assistance from the design team. Ed said the application had not been submitted, as yet.

Ed noted that siting of the antennae and emergency generator locations would require updated paperwork.

Chief Raymond asked Ed about the timeline for the grant. Ed said he expected it to move quickly; 6 weeks to 2 months depending on what funding was available. Chief was hoping the grant would help reduce the bond amount requested at Town Meeting.

Ed hoped to have more information regarding the specifics of what the grant would cover. He was still working on it.

Anthony noted that once the drawings were in the hands of North Branch Construction, there would be time for the committee to focus more on furniture and other soft aspects of the project.

Ed talked about the wiring for the telephone, cable, and Internet that would serve the EOC. He believed it would be covered by the grant, as well. Anthony said that SMP would be including that wiring into the design. Mark Vincello of WV Engineering Associates, the same engineer who spoke to the committee in August about heating and cooling, would be doing that as part of the electrical drawings. Bruce would then break out that portion of the costs to share with Ed.

Kimberley suggested it might be a good to have Ed Mical and Ed Raymond involved in that aspect of the design as they have special requirements regarding incoming lines. Anthony noted that the design work was being done that Friday. Ed Raymond felt that as long as there was fiber, they would have what they needed. A brief discussion

followed, talking about what rooms should have telephone jacks and radio speakers.

3.3 Antennas & Lightning Rods

Both the fire department and the emergency operations center would require one antenna each. SMP would recommend locations for the antennas, probably on the back gable of the building, probably on the same mast.

Anthony asked if lightning rods were going to be needed, noting that the building was not tall. Peter Wyman said it was not a bad idea to include them. Anthony said it was not currently shown in Bruce Blazon's (of North Branch Construction) numbers.

3.4 Marketing

As a result of Howard's suggestion at the September 27 meeting, a rush to produce brochures in time for Warner's Fall Foliage Festival took place. Janice put her design skills to great use and produced a gorgeous brochure. Peter Wyman provided information about the apparatus. Kimberley helped wordsmith. In the end, 1,000 trifold brochures were printed the day before the festival. Many were handed out at the fire department during the festival. Display holders had also been purchased. They would be customized and located in up to 25 locations in Town.

Videotaping work had begun. Chief Raymond told his department about the work being done. A storyboard for the video had been roughed out. The video would not be focused just on the new fire station building, but also on the fire department. The video would not be just about bricks and mortar; it would be also be about people and services.

Kimberley shared that in a Selectboard meeting, Selectman Clyde Carson said he really liked the brochure and thought it might be good to mail to all households.

David Hartman suggested that maybe the brochures could go out with the tax bills. Kimberley noted that Marianne Howlett, Warner's Tax Collector, also suggested that, too.

Peter Ladd recommended that the video could be shown at a public meeting. Kimberley said she did not want to start a presentation at Town Meeting with a long list of why a fire station was needed. Instead, she would let the video explain some of that. She wanted the video out by December 1 and shared extensively before Town Meeting.

Kimberley said she had recently been unable to answer a question from a citizen. The citizen said they understand why the committee was designing a fire station to hold all of the apparatus, but did not understand why the Town had so much apparatus in the first place.

John McGilvray added that a question that needed to be answered was how frequently each piece of apparatus was used. A question some people wonder was, "Why garage equipment if it was not being used frequently?" Chief Raymond said the WFD records could be used to answer that question. Peter Wyman added that they could answer the question, but the information was not ready in that format. It would take some effort. John felt it would be good information.

Kimberley said those types of questions need to be fully answered well before Town Meeting. Kimberley's aim was to prepare the citizens as best as possible for Town Meeting, hopefully resulting in a brief discussion and vote.

Peter Ladd said that the fire department had a lot of equipment that they hoped to never use. An example, radiological monitoring equipment in case of nuclear power plant issues. Also, the department never knew when it might need to use a boat or an ATV.

Chief Ed Raymond interjected that the forestry truck was actually donated to the WFD. Before that, the fire fighters had to use their own vehicles to go into forest fires. He did not like the possible liability issues of privately owned vehicles being used.

John asked if Fish & Game ever assist Warner Fire & Rescue. Discussion pointed out that there are very few wardens and that they don't and can't always respond immediately when called.

Anthony provided Janice with newly updated color drawings.

4. Anticipating Questions & Answers

Anthony provided the committee with a list of questions (and answers) from a project in another Town:

- ◆ How long will the bond be for? Why X years rather than Y years?
- ◆ What is the tax impact? When will the tax impact be felt?
- ◆ What will the increase in my tax bill be?
- ◆ What happens if we come in under budget?
- ◆ What are we going to do with the existing fire safety building?
- ◆ Is there any bond liability coming off the “books”?
- ◆ Will there be a cost savings in utilities?
- ◆ Why is the new building downtown?
- ◆ What is the square footage cost of the building?
- ◆ Is there room for growth and the town grows?
- ◆ Do we need bunk rooms? Why or why not?
- ◆ Have we looked into joining with another town to share Fire services?
- ◆ How many Fire Fighters do we have?
- ◆ Our current buildings are in deplorable condition, but we have not maintained what we have. What are the plans to maintain the new building?
- ◆ What is the cost to rehab the existing fire station?
- ◆ How long will construction take?

The questions provided a good example of how the committee should be thinking and preparing for discussions and meetings with the public.

5. Design Development Update

Anthony presented an updated design development set of drawings dated October 11, 2017. He explained that the earlier drawings were schematic design drawings. As the project moved forward, the architects entered the design development phase. That was when they fine-tune the design, selecting materials, diving down into more detail regarding the pieces and parts of the building, and ensuring that the department's needs were being addressed and fit.

From an architectural perspective, the design development drawings represented roughly 60% completeness.

5.1 Preliminary Site Plan

The surveyors, Tom and Patrick Dombroski, were on site earlier in the day, collecting additional information needed to update the Site Plan. Specific details required were needed a month earlier included:

- ◆ Location and identification of the utility pole in front of the house
- ◆ Location and elevation of the drainage structure on Main Street
- ◆ Location and identification of the trees
- ◆ Additional grade data points

All of these were important for civil engineering work. Once the survey data was available, Northpoint Engineering's Kevin Leonard would be able to continue with the civil engineering work.

Janice asked what role the Civil Engineer fills? Anthony pointed out that they would be responsible for:

- ◆ Ground work
- ◆ Side walks

- ◆ Curbing
- ◆ Grading
- ◆ Drainage
- ◆ Placement of underground utilities

Anthony noted that the Civil Engineer was also putting together a planning board application and would be going in front of the Warner Planning Board.

Grade information was especially critical as the site would require changes to the grades. Also, the building would most likely be raised a foot higher to facilitate drainage.

The site plan showed 7 catch basins which would drain into a retention "pond". Initial schematics showed the pond on the east border of the property. However, placement there would have impacted a long line of trees between the station and the abutter's property.

Anthony expressed concern about the bigger trees in corner of the property near the intersection of Split Rock and West Main, noting that there might be some issues there. Janice added that visibility for drivers coming out of Split Rock Road at that intersection was not good and she would like to see that improved. Kimberley commented that one of the surveyors noted the "big rock" there saying it would have to go; she told him she suspected the rock was not likely to be moved.

Kimberley, who met with the surveyors earlier that day, said that Tom had commented about the large low rock ledge at the back corner of the property, wondering how deep it was. Tom commended that it might be worth paving around it.

Anthony noted that the parking area behind the building would not be striped or marked in anyway. With that in mind, he asked the committee whether 40 parking spaces were required behind the building or if some of the parking spaces along the building could count towards the 40 spaces for fire fighters.

Discussion followed. Chief Ed Raymond noted that without parking lines, the fire fighters would likely park anyway they want. Peter Wyman said that if everyone had to go to the station, they would be unlikely to park in the front spaces. Peter Ladd asked what would happen if overflow parking was needed; would people park on the roads? No! They would have to park on the grass.

Chief Raymond said the WFD operated differently than some other Towns. In Bradford, the fire fighters were so scattered across town (in terms of residences) that they will often go straight to the fire while one or two would go to the fire station to get the apparatus. In Warner, most of the fire fighters go to the fire station first unless they live close to the incident.

The Chief asked about the external fire hydrant; if it was still in the plan. Anthony pointed to where it was located on the plan near the start of the parking area.

Kimberley noted that the hydrant test had been performed by Brigade Fire Protection on September 18. Anthony was pleased with the results:

- ◆ Static pressure of 52 psi
- ◆ Residual pressure of 46 psi
- ◆ Pitot gauge reading of 34 psi
- ◆ Flow rate of 980 gallons per minute

The test cost \$200. Anthony was hoping that the engineer would decide, based on the results, that a fire pump and cistern was not going to be needed.

5.2 Code Review

The next page of the document set showed details regarding pieces and parts of things. For example, when a wall type was referenced in the drawings, the detail would be shown on the code review page.

5.3 Floor Plan

Anthony pointed out a few small tweaks that had been made to the floor plan since the previous design.

- ◆ The rear vestibule was now flush with the rear wall of the building instead of protruding out.
- ◆ The decontamination room's 5 x 5 foot shower would be built by hand instead of purchased, saving money.

David Hartman asked where drainage would go. Anthony noted that he believed it would go to an underground tank which would require draining. A request to the Warner Sewer Department had been made to see if they would take the material away.

Trench drains in the apparatus bay would be piped together leading to a sand / oil separator. Some communities allow that material to go into the sewer system. Peter Ladd asked what would happen to the effluents that remain. David Hartman commented that the highway department must have had a practice in place; maybe the fire department would do the same thing.

Peter Ladd said that a fire fighter was not likely to be contaminated much differently than a fire hose. The same soot that would be on bunker gear would be on the hoses, and possibly the fire apparatus.

Anthony said everything would be going into tanks.

Peter Wyman recommended that one bay could be used to clean and decontaminate hoses, capturing the runoff and draining it later. Anthony said he would talk to Mark Vincello about that idea.

Kimberley asked if there were any codes about runoff. Anthony said there were and that Mark was responsible for meeting those, including codes dictated by NFPA (National Fire Protection Association) life safety, and plumbing codes including chemicals.

Peter Wyman asked what material would be used for the apparatus bay wall adjacent to the administration area. Anthony said they were proposing using a cementitious product called DRAGONBOARD. It's waterproof, almost like drywall but harder. It's patchable. It could be hosed off, but not power washed on a regular basis. Peter was concerned about splash of water coming off the hoses. Anthony added that they used it at the Meredith fire station with success.

Peter Wyman asked if Kalwall was too expensive. He had good experience with it in a high chemical environment. Kalwall was a fiberglass based product. Others commented that it could yellow and get fuzzy over time.

Anthony talked about the future desire to hang items from the wall. To do so, planning ahead would be needed. A layer of plywood between the ICF and DRAGONBOARD would be put up in areas where hanging would be likely. The committee agreed to consider how high they would want to hang things.... such as the spinning wheel used during Turkey Raffles.

Chief Raymond asked how tall the internal ceiling would be in the apparatus bay. Anthony answered 16 feet. There would be pipes and lights suspended from the ceiling. Ed showed a photo of the new Engine 2 with its hood opened fully. It looked very tall. Anthony asked Ed to measure it and get back to him..

5.4 Roof Plan

Anthony pointed out where small modifications were made to the roof plan to deal with the water that will come off the roofs during rain storms.

Guttering would be included in the roofing. Peter Ladd noted that heating may be needed in the guttering. Both Peter and Anthony were involved in the gutter related work on the Pillsbury Library.

Water from the roofs would be captured by drains and sent to the "pond".

5.5 Reflected Ceiling Plan

The next page showed the ceiling detail for the building. Lights and sprinkler details were not included yet.

The Chief did not want Plymovent (or similar brand) exhaust extraction systems for each piece of fire apparatus. Instead, he would prefer fans exhausting the whole apparatus bay. This had also been voted upon at the September 27 meeting. There would be exhaust detection devices and adjust fans as needed.

5.6 Exterior Elevations

The next two pages showed drawings of the exterior of the building and included dimensions and other data. Anthony noted that the building would have cement board siding and fiberglass windows. There would be some trim, most likely in a cementitious trim board material. The exterior as designed be very durable.

On the rear of the building, louvers would be added, as well as an indication of where the antennas would be located.

Lighting would be added. Typically, small LED lights that shine downward would be used.

On the admin wing, the big vestibule was removed. Instead, an extended roof area would be added to provide a small amount of cover from foul weather. Peter Ladd noted that might be a good place to locate sand and shovels in the winter.

The proportions and design was keeping with colonial styles.

Discussion about the lights took place. Should they be triggered by motion? Should they turn on whenever the WFD was called. The current fire station has a few lights internal lights on at all times and a small spot light outside.

It was agreed that the new fire station needs to minimize the light impact on the neighborhood.

Anthony noted that exterior lighting control systems are generally not expensive.

5.7 Building Sections

Several pages showed:

- ◆ Building trusses, with various "sliced views" of the building
- ◆ Wall intersection details
- ◆ Roof gable and rake details
- ◆ The door and window schedule, including types, framing, and dimensions

5.8 Rooms

The final pages showed some of the individual rooms and details. The plans presented were a "work in progress". It was quite clear that additional details would be added at a later date.

5.8.1 The Kitchen

Discussion about the 13'6" x 19' kitchen followed. It was understood that Martha Mical was the one who requested a kitchen island. The current plan showed a 3'6" x 8' island. Janice asked if that would fit through a door. Everyone agreed that it absolutely should be able to pass through a door to be moved to another room as needed.

After a bit of discussion, the committee decided it would make more sense to build an island after the building was complete instead of having builders construct it. Peter Wyman was sure it could be done for a third of the cost. Another small savings!

Anthony noted that on the current plan, base cabinets were shown on 3 walls with overhead cabinets on 1. He asked if that was enough. After discussion, the committee again agreed that cabinetry could be completed later. Anthony agreed that was a good idea and that what was shown was the minimum.

Kimberley noted the walls would need to be built to be able to hang cabinets later. Anthony said that would be done, probably using 2x6's. Peter and Peter debated the pros and cons of blocking versus plywood.

Peter Wyman asked about the kitchen floor. Since the committee agreed to go without tiling, the cheaper option of dur-a-flex epoxy would be laid down. He recommended that be done before the cabinets were installed. It would be wall-to-wall and go up the wall a bit. Anthony pointed out that the concrete preparation of the floors was the responsibility of the construction team.

5.9 Sharing the Drawings

Anthony said he would provide DropBox access for everyone to get a copy of the drawings.

Secretary's Note: The 13.5 mb file was later emailed to everyone instead.

Once the drawings are complete, they would be forwarded to North Branch Construction.

Everything in the drawings was considered "hard costs". The Civil Engineering work was part of that.

The soft costs would include:

- ◆ Design fees
- ◆ Furniture & fixtures
- ◆ Legal fees
- ◆ Testing & inspections

Everything in architectural work was broken down into many divisions, such as electrical, flooring, roofing, and site work. The committee would be seeing numbers for all divisions. Hopefully firms like Weaver Brothers would be bidding for some of the work.

6. Planning Board Approval

While not required for a Town project, SMP Architecture and Northpoint Engineering decided to present the site plan to the Planning Board.

Secretary's Note: This was later scheduled for Monday, November 6 at 7pm at the Town Hall.

7. Design Component Alternates / Options

Anthony shared with the committee that he was putting together a list of alternate items which would be priced out separately.

He noted that when Bruce priced the building, he would be asked to provide separate pricing for the alternative items. Later down the line, when more accurate price estimates arrived, this would allow the committee to consider alternative solutions at various prices, if so desired or needed.

Think "à la carte".

7.1 Extractor

Ed Raymond asked if the extractor (the big washing machine used to wash turnout gear) on would be on the alternate list. Anthony said he would expect that the fire department would eventually get a big commercial dryer. Space was being provided on the floor plan for that. Anthony identified a dryer and emailed information about it to Ed to see if it would meet the needs. In the end, the correct electrical wiring and venting needed to be included into the plans in preparation for any selection made.

Ed said the extractor they were using at the time was working; it did the job. He said if getting a proper dryer created

a make or break deal, he would want to focus on what the department needed, not what they wanted. The Chief added that Henniker had a good extractor on the main floor. It was vented. He was not sure if it was electric or propane. The one in the Warner fire station was run on propane. Ed confirmed that the current extractor would fit into the area provided in the building design plans.

Peter Wyman recommended making a choice about going with propane versus electric powered instead of having both built into the building at added expense.

Anthony told the Chief he can wait a week or two for his decision on the matter.

7.2 Infrared Heat vs Radiant Slab

A goal of the committee had always been to have a radiant slab in the apparatus bay. After spirited discussion, everyone stood by that decision and expressed concern that any other heating option would even be considered.

Peter Wyman noted that radiant heat was not something that could be added to the building was built. Ed Raymond said the radiant slab would retain heat better than infrared heat. Peter Ladd agreed having the radiant slab was the way to go.

Anthony shared that he was worried that the construction costs from North Branch Construction could come in at over \$2.7 million. At the September 27th meeting, the committee had removed \$89,890 from the plans, but he was very concerned that might not prove to be enough. Therefore, he needed to cost out alternatives for possible consideration later down the road.

Kimberley said she would like to be prepared for questions from citizens. If they were to ask why the committee did not opt for lower costs options, the committee would be prepared with justifications. She added, "and we need to keep the radiant slab".

8. Other Business

David Hartman expressed a desire to see the minutes reflect the thanks and gratitude of the whole committee for all of the work of Allan Brown who had recently stepped down as chair. Discussion followed and all were in complete agreement. Suggestions about how to let the public know about Allan's contributions were also made.

9. Next Meeting

Wednesday, November 1 at the Town Hall. 6 pm start time. Kevin Leonard from Northpoint was scheduled to come discuss the civil engineering aspects of the project.

10. Adjournment

A motion was made and seconded to adjourn the meeting at 7:57 pm.

Respectfully submitted,
Kimberley Brown Edelman
Recording Secretary