



New Fire-Rescue Station Feasibility Study Committee Minutes

Tom Finan, Chair
 Alexis Matheson, Vice Chair
 Scott Zenke, Clerk
 Peter Coneen, Member
 Ken Heritage, Member
 Al Nickerson, Member
 Mark Ziomek, Member

February 3, 2022 Meeting Minutes Approved 3/17/22

The 1st meeting of the New Fire/Rescue Feasibility Study Committee was convened by Town Administrator John Kelly at 4:45PM on February 3, 2022 in ZOOM session. In attendance were committee members Peter Coneen, Tom Finan, Ken Heritage, Alexis Matheson, Al Nickerson and Scott Zenke. Member Mark Ziomek was absent. Also attending were Fire Chief Geof Deering and Building & Facilities Manager Ron Collins.

Call To Order

4:45PM via ZOOM by Town Administrator John Kelly

Introduction of Committee Members

Each of the six members plus Geof Deering and Ron Collins gave brief introductions

Review of Committee Charge

John Kelly reviewed highlights of the charge dated January 19, 2022

- Committee now named "Fire/Rescue" as 80% of the department's activity is in this area
- The current site is not a candidate for renovation/expansion as reported by the Architect retained to explore this option
- A site for construction of a new station has yet to be identified. This makes the charge of this committee unique as the town has never before undertaken a building project without a site.
- The process is underway to engage an Architect to examine potential sites for a new station. \$100,000 has been appropriated for this study.
 - Examine all properties currently owned by the town
 - Examine property at the Orleans Elementary School if their committee votes at their 2/14/2022 meeting to be part of the Feasibility Study. Ron Collins has presented a plan that could be a win-win situation for both parties.
- The committee will issue an RFP to solicit interest from private property owners who would be willing to sell suitable property to the town

General Questions and Comments

- Ken: Might this be a Project of Regional Impact? John did not think it would be as prior Orleans building projects were not.
- Scott: Regional Middle School property? John noted that this was not part of the committee charge.
- Tom: As we get responses from private property owners, they will have to be handled with sensitivity. How do we do this in public meetings. John will provide guidance as the time draws nearer.
- Peter: Maybe our early meetings should not be on TV.
- Tom: Felt TV was important as part of our Public Outreach.

Committee Organization: Election of Chair, Vice Chair and Clerk

By unanimous vote the following were appointed:

- Tom Finan Chair
- Alexis Mathison Vice Chair
- Scott Zenke Clerk

Tom thanked everyone and noted this will be very much a team effort.

Update on Selection of Feasibility Study Designer Firms: Kaestle Boos Associates Inc., Saccoccio & Associates Architects, The Galante Architecture Studio

- John and Ron gave a summary of the RFQ process and noted two members of the committee were needed to join a five person panel composed of Ron Collins, Geof Deering and Tom Daley to review documents and interview the three responders.
 - Peter Coneen and Ken Heritage volunteered
 - Al Nickerson also volunteered but agreed to step back
- The interviews are planned for the week of 2/14/2022

Establish a Meeting Schedule

- Tom polled the committee and determined that 4:00PM meetings would work
- John noted that meeting room and ZOOM availability were tight and Kelly Darling, Town Clerk and Sarah Eaton, Media Operations should be consulted. Tom will follow up.
- Tom noted that our next meeting would be after the Designer Firms were interviewed. Exact date TBD.
- Ken asked if we could meet in person, rather than ZOOM. John noted that time would tell.

Adjourn:

5:35PM

Tom Finan
Acting Clerk