

**TOWN OF CHESTER**  
**BUILDING COMMITTEE**  
**MINUTES**

*October 2, 2018*

**Committee Members in Attendance:** Daniel Cook, David Pisha, Rick Cloud, Graham Kennedy, Lee Gustafson, Matt Wilson.

**Citizens Present:** John DeBenedetti.

**Others Present:** Cathy Hasbrouck, Recording Secretary.

**Call to Order**

Lee Gustafson called the meeting to order at 3:00 PM in the Town Clerk's office.

**Agenda Item 1 Citizen Comments**

There were no citizen comments.

**Agenda Item 2 Discuss updated plans for Town Garage and EMS Building**

Lee Gustafson opened the discussion with plans for the Town Garage. Graham Kennedy had reviewed the cost figures in the scope of work document for the Town Garage. He noticed that the cost of paving had not been included in the total cost figure and said it could be a significant amount of money. He said the town could prepare the areas for paving but it would have to hire someone to lay the asphalt. He recalled that Kevin Racek of Centerline Architects had offered to make a recommendation for an asphalt contractor at the last meeting. Graham thought Kevin Racek would provide some cost figures, but Kevin had not yet sent that information. Graham Kennedy said he was also surprised at the cost of the wash and welding bay. He could only speculate that the brick and mortar called for to build the walls of the bay was the reason for the expense. He did not know why bricks and mortar were chosen. It was resolved to ask the architect about this choice of materials.

Lee Gustafson then discussed the new Emergency Services building layout. The latest version with a kitchen added to the conference/training area had been distributed at the meeting. The dimensions of the building as proposed are 130 feet from front to back and 120 feet from side to side. The layout shows four sections: fire, police, ambulance and shared space. David Pisha recapped the history of changes to the plan which had been made over the past few months.

Chief Rick Cloud talked about concerns the police department had with the revised plan. He was concerned about the stairs at the back of the building. There is a door to the stairs from within the police department section and a second door from the fire department section. Rick Cloud thought the sally port provided sufficient egress for the back of the building and an additional personnel door was unnecessary. Lee Gustafson said exits were needed to provide a second means of egress for the fire department section. It was possible that the slope of the land would leave the doors to the exterior at the back of the building above grade, making the stairs necessary to reach grade. It was possible that fill could be brought in and the doors would then be at grade.

Rick Cloud said the sally port as currently drawn was too small. There was no storage space in the sally port for things like windshield washer fluid and other vehicle supplies. The fire department internet office between the pre-evidence room and the toilet took needed storage space from the police department. Rick said he currently has 120 square feet of storage in the Town Hall and virtually none in the proposed building. He said he has seven years of files he must find space for in the new building. Rick said he had asked to have only one toilet large enough for a shower and two are drawn between the fire department internet room and the ambulance staff office. Rick said he would be satisfied if the 106 square feet in the fire department internet room were given to him for storage. Lee Gustafson pointed out that there was also storage available on the basement level. Rick Cloud said he couldn't use that. No one else could have access to police department storage areas.

David Pisha asked Rick Cloud about the size of the sally port. None of the alterations discussed so far addressed the size issue. Rick said the sally port was 84 square feet smaller than the last proposed sally port and that one was too small. He reiterated his question about the necessity of a fire escape at the back of the building which required a corridor and took space away from the sally port.

John DeBenedetti said he was concerned about where the building was going to be set on the lot and how much fill would be needed for the slope, particularly at the sally port. He asked if the road was planned to ring the building. Lee Gustafson said the road might run behind the building. They had not decided yet. John said the earlier plan had cars parking along the side of the building, access to a turnout room from the parking area and access from the turnout room directly to the apparatus. Matt Wilson said that in the current plan, the lockers will now be on the apparatus floor, there is no longer a turnout room. John DeBenedetti urged the committee to lay the planned building out on a contoured site map to see how much fill and retaining walls would be needed.

Lee Gustafson asked why retaining walls would be needed if the area is being filled. John DeBenedetti asked to see the 3-dimensional model of the site made for the first project in 2007. The model was brought to the table. John DeBenedetti said adding more fill at the southeast corner of the building for the sally port and fire escape would push the parking spaces at the back of the building further into the 400-year flood hazard area. Dave Pisha asked if the current building has the same length and width as the model's building. He also pointed out that the committee had considered moving the building 40 feet closer to the road which would reduce the amount of slope to be filled in.

Lee Gustafson said he had spoken with the flood control agency and was told that the town could build on any part of the lot that was not marked in red on the flood map. They told him the town should be careful about building in the southeast corner, but they were allowed to build there. Lee said the currently proposed building is shorter and wider than the building on the 3-D model of the lot and the proposed building would be placed closer to the road which would reduce, but not eliminate the amount of fill needed. Lee proposed that at this meeting the committee consider whether the proposed building meets enough needs. When the building is approved by the three departments then it can be set on the site plan and issues about fill and retaining walls can be resolved.

John DeBenedetti said the grade from the back of the lot to the proposed sally port was going to be very steep. Rick Cloud proposed that the sally port and the processing and holding areas be reversed on the plan, bringing the sally port forward to a place on the lot that is less sloped.

Lee Gustafson asked Rick Cloud how much square footage he needed in the sally port. Rick said he needed to be sure a 10'x10' door could be installed. The lack of a scale on the building plan made it difficult to measure the size of the current space. Lee Gustafson observed that the sally port section of the building was marked as almost 24 feet on the drawing. That section included a four-foot hallway, so the sally port itself was about 20 feet wide. Rick said the height of the opening needed to be 10 feet so the antennae would not be damaged. Lee asked how deep the sally port needed to be. Rick said it needed to be at least 30 feet. The plan currently shows the sally port to be 25 feet deep. David Pisha said if the hallway area west of the sally port wall could be added to the sally port area the space would be big enough. Rick Cloud said the original plans had allocated some storage space within the sally port which was very useful.

Lee Gustafson asked which other areas would need changing aside from the sally port. Rick Cloud said he needed the fire internet closet back in the police section and he wanted some adjustments made to the two toilets shown. Otherwise the plan is acceptable to him.

The committee then turned to the ambulance section. Dan Cook asked what the shared area called the watch room was for. Dan proposed that he give up one of the two offices behind the ambulance bay and use the Watch Room as the ambulance office. Lee Gustafson proposed that the space Dan Cook would give up be used as an internet office with servers and other equipment there.

John DeBenedetti asked why the watch room and the areas to the east of it projected out further from the building than the fire department equipment bays. Lee Gustafson said the projection provided needed length for the ambulance bay and the massive front façade of the building needed to be broken up for esthetic reasons. Lee Gustafson said the currently proposed building had a flat roof which reduced the cost of a jut such as the proposed watch room and ambulance bay jut.

David Pisha asked why the public would enter a vestibule and then a lobby in the police department section before they would reach the reception desk. Rick Cloud explained that a vestibule is always unlocked and the lobby is locked, so that the receptionist or other members of the police department could choose whom to allow into the department itself. David Pisha asked why the vestibule and lobby took up 250 square feet. No one could see a way to utilize the space differently. Dan Cook confirmed that he only needs space for the weekday EMT to sit and work between calls and a space with a door so the ambulance staff could work on online reports after calls. He favored the Watch Room as the space for the weekday EMT because it had windows. It would also give space to the police department which would be very useful. Dan said the 217 square feet of storage space is bigger than what they have now and the larger space is needed. He said the 30-foot ambulance bay would allow the next ambulance to be a full-size pickup style. That could save on the cost of the next ambulance.

The committee discussed the placement of the internet access equipment and servers. Some people thought the equipment was going to be placed in the lower level area labeled Mechanical. It wasn't clear whether that equipment could broadcast a wireless signal throughout the building from the lower level. It was decided that the area labeled ambulance staff office would be used for police department servers and internet equipment, ambulance internet equipment and police department storage if there is any space left over.

The committee then took up the fire department section. Matt Wilson's first proposal was to move the kitchen from the room labeled Training (#162) to the other side of the wall in the area labeled Fire storage, conference, day room. The room labeled Training would become a day room/storage area. The room labeled Fire storage, conference, day room would be divided into a training room and a storage room for soiled equipment, extra pads and other things that need to be shut away. The wall between the two spaces would be east of the door which is intersected by line B. Matt Wilson said there needed to be a personnel door into bay #4 on the east wall to allow mutual aid personnel to enter from the parking lot.

Lee Gustafson asked if anyone had any other concerns or needs. He said he wanted a scale bar on the drawing. Dan Cook said it was essential that the ambulance have a 30-foot bay for a future ambulance. Matt Wilson said he wanted to know what would be in the mechanical room aside from the heating system. Would there be an air compressor in it?

John DeBenedetti raised the question of the proposed flat roof. John said the earlier building had a pitched roof which he felt was more appropriate for New England weather, and it gave space beneath the peak for a mezzanine which was planned for mutual aid personnel to rest in. It also offered space for drying hoses. Matt Wilson said the fire department was going to use the old-style racks in the new building along the side wall. Matt said the architect had discussed the flat roof with engineers and new techniques make it a feasible option now. Since the new building will not be a shelter the way the old building had been planned to be, the space available under the roof peak was not needed. Lee Gustafson said the architect had also shown that the flat roof design would save a significant amount on construction costs.

John DeBenedetti confirmed that the new proposed building is 40 feet wider than the original proposed building and 30 feet shorter. Lee Gustafson said renewable energy was considered in the initial discussions for this design but it would not be included at this time.

Matt Wilson said the doors along the east-west corridor at the back of bays 7 and 8, should be changed to a single door from the equipment bay to the vestibule (#121) and a single door from the vestibule (#121) to the storage, conference, day room (#119). The double doors leading into the newly-designated training room, (#119) should be changed to a single door. Lee Gustafson asked about the small walls jutting out at a right angle from the interior walls that define the fire equipment bays. Dan Cook suggested that they might define the locker areas. If the door from bays 7 and 8 to the corridor behind the bays is removed it will give more wall space for lockers. It was decided to ask the architect about the small juts on the back and side walls of the bay.

Lee Gustafson said the next steps would be to present the list of changes to the architect. David Pisha would prepare a list based on the minutes and give the list to Kevin Racek. When the

changes to the drawing are made and accepted, the costing process can begin. Lee Gustafson would present the proposal to the Selectboard. There would be at least one public hearing or meeting to present the proposal to the citizens and take feedback. The committee discussed whether it was better to present the project for a vote on Town Meeting Day or have a separate vote just for the project. It was decided that turnout at a separate vote could be very low and not representative of the majority's wishes. Assuming the citizens approve of the project, the bond process will take time to deliver money. Graham Kennedy did not want to waste building season time waiting for the banks to deliver money. David Pisha said People's Bank could issue a bond anticipation note which will release money sooner.

John DeBenedetti said it was important to figure out not only what paying off the bonds would cost taxpayers over time, but to compute the ongoing maintenance costs and say how that would affect the tax rate. He said the town could save on furnishing the building by looking for surplus and salvage goods. Finally, he felt it was very important to have the architect draw the site plan so that the parking, road and fill could be planned.

### **Agenda Item 3 Adjourn**

Graham Kennedy moved to adjourn the meeting. Matt Wilson seconded the motion. A vote was taken and the meeting was adjourned.