

TOWN OF CHESTER
BUILDING COMMITTEE
DRAFT MINUTES
October 16, 2018

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

Citizens Present: Shawn Cunningham.

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 Review Minutes from June 4 and 14, August 13, and October 2, 2018.

David Pisha moved to accept all the minutes as written. Dan Cook seconded the motion. There was no discussion. A vote was taken and the motion passed.

Agenda Item 2 Citizen Comments.

There were no citizen comments.

Agenda Item 3 Discuss updated plans for Town Garage and EMS Building.

The Centerline Architect, Kevin Racek, had sent a memo answering the questions the Committee had formulated at the last meeting. The Committee studied the new floor plan and the memo from Kevin. The discussion began with the Police Department area. It was established that the sally port area was now large enough to accommodate a cruiser. Rick Cloud said it was essential that the overhead door be at least 10' x 10'. The antennae on the cruisers would brush against the door if it is too low. The antennae could be damaged or fall off by the door.

Kevin Racek said in the memo that he removed the personnel exit door at the back of the Police Department to make the Sally Port bigger, but the distance from the exits in the Police Department area were then such that the building must have sprinklers. The Committee debated the necessity of sprinklers and looked for ways to avoid them. They finally decided they needed to know how much a sprinkler system would cost before choosing how to manage the size of the sally port and egress.

The Police Department had requested a change to the two toilets. They wanted to have only one toilet with a shower and give any extra room to the adjoining storage closet. The architect explained that the plumbing code requires separate men's and women's restrooms, along with an ADA-compliant restroom. Instead of three restrooms, there could be two, non-gender specific restrooms, as long as each was ADA-compliant. If a shower was wanted, it would have to be included in each of the two ADA-compliant restrooms. The committee decided to keep the two restrooms in the Police Department area and ask the architect if a shower could be added to the two restrooms as they are currently drawn.

Otherwise the Police Department area was satisfactory as drawn.

Dan Cook addressed the Ambulance needs. He said he was happy with the Ambulance area changes as drawn. He was concerned that the Ambulance bay be big enough to accommodate a standard four-wheel drive vehicle body, which was about 30' long. It was difficult to estimate the size of the bay because the drawing still did not have a scale bar. After studying the bay for a while, the committee decided it needed more space, in case future standard size trucks exceeded thirty feet. They chose to take a couple of feet from the janitor's closet, #133, and the Ambulance Office, #160, and add it to the Ambulance bay. The entire storage area, #144 would be moved toward the back to make room for the bigger bay. Dan Cook had no other changes.

Matt Wilson spoke for the Fire Department. He said he had reconsidered where the kitchen would be placed. He said the training room will be shared by all departments. Another department could be holding a scheduled training course while the Fire Department was fighting a fire and hosting mutual aid personnel. He didn't want mutual aid firefighters who were getting food in the kitchen to disturb a potential class going on in the training room, so the kitchen needed to be put back in the Day Room, #152. The committee also decided to remove the door between the Day Room, #162 and the Training/Conference Room, #154.

Matt Wilson also noted that the personnel door on the Pleasant Brook side of the front of the building should be in the wall facing Pleasant Brook, not in the front wall. Lee Gustafson discussed the requested door from Bay 8 to the vestibule (#121). Kevin Racek explained that the vestibule was required by the energy code and could not have entrances from other rooms into it. He had drawn in a door from Bay 7 to the hall just in front of the vestibule to take the place of the door from Bay 7.

Shawn Cunningham asked how long the proposed building was expected to last and whether, in the future, Chester might need a second ambulance. The consensus was that the building should last 50 years. Dan Cook said he thought it unlikely that Chester could staff two ambulances with volunteers. He said the number of calls per year is rising, and at times this year, two ambulances were needed, but he couldn't predict when the need would be frequent enough to merit a second ambulance. Regionalization, where towns share their resources, could delay the need for a second ambulance. Town in the area have been discussing the possible ways resources could be shared.

Someone suggested a second garage could be built to house a second ambulance when and if it was needed. This led to a discussion of placing the currently proposed building on the lot.

Several issues were discussed:

- where parking would be for the public visiting the police department,
- where parking would be for fire fighters in the event of training or a fire,
- where parking would be for mutual aid fire fighters,
- where parking would be for ambulance personnel
- where parking would be for handicapped access.

Other issues considered were

- the type and number of curb cuts allowed on a state road,
- how much room the firetrucks would need to enter and exit the bays.

- how much room the police cruiser would need to enter and exit the sally port.
- the route of the road around the building.

Lee Gustafson suggested that the traffic flow and parking needs could be better accommodated if the building were not parallel to Pleasant Street. The committee decided that it was time to ask the architect to draw the building on the site plan and integrate all the parking and curb cut requirements. David Pisha volunteered to call Mark Pickering to find out what kind of curb cuts would be allowed and what would be required. Graham Kennedy explained what had been required recently for the Soap Shed on Depot Street and Endless Creations on Main Street. He also pointed out that Pleasant Street is a state road and the state rules, not the Town of Chester rules, will apply.

Lee Gustafson asked if there were any other questions about the building to be addressed. Dan Cook said a scale bar on the drawings would be essential. He was also concerned about the height of the overhead doors. The ambulance will need a 12-foot door. Graham Kennedy said the Town Garage had 12-foot or 14-foot doors. Matt Wilson said the Fire Department did not want to have anything shorter than what is available now in the Town Garage.

Graham Kennedy asked about a generator for the building. Did the proposed plan include one? The committee agreed that a separate generator was needed for the building. It should be strong enough to operate the doors, radios, lights and heating system. They agreed that the generator would sit outside the mechanical room, it would be fired by propane and the building would be wired to accept the generator seamlessly.

The power, water and sewer lines were discussed. There is a pole in the center of the lot along Pleasant Street. It would need to be moved or the lines buried and the pole removed entirely to allow the fire trucks in and out. Water and sewer connections are already present for the small grey building on the Pleasant Brook side of the property.

Lee Gustafson asked about topographical work and said the town might consider getting a survey of the property done if there was no existing survey. Judging from the model made in 2008, it was assumed a survey existed somewhere. David Pisha said he would look it up. Graham Kennedy said it would be helpful to get some idea of what the grades on the lot are. Lee Gustafson said he has recently marked the outline of the original 2008 proposed building on the lot with stakes. He will adjust the stakes when the architect develops a new site plan.

Lee Gustafson asked Graham Kennedy if the town owns the fill needed for the project. Graham explained that there was good fill on the land the town bought for the second water tower near the high school, but the fill can't be removed until an Act 250 permit is obtained for extracting it. David Pisha said the Act 250 process was underway and it would take about nine months to get the permit. Graham said there was common fill available by the reservoir now. The structural fill could come from the water tower land once the Act 250 permit is in place. Being able to use fill from the water tower land would be a savings to the town. Lee Gustafson said he was willing to make phone calls as a concerned citizen to urge the state to move the permit forward quickly.

Lee Gustafson summarized the next steps in the process. First the finalized design needs to have cost estimates developed. Then the design, costs and visuals would be presented to the citizens for a vote in March. David Pisha said he would ask Julie Hance to create a timeline so the committee will be aware of deadlines for filing paperwork that must be met. Graham Kennedy wondered if bores had been done on the lot. The information on soils would help determine how much digging and fill work would be needed. If the existing soils could support a building it could save money.

The committee discussed heating for the building and agreed that radiant heat in the slab would do the best job and give the most flexibility for sources of heat. They discussed other ways to save money on fitting out the building. Dan Cook moved to adjourn the meeting. Matt Wilson seconded the motion. A vote was taken and the meeting was adjourned.