

TOWN OF CHESTER
BUILDING COMMITTEE
MINUTES

January 27, 2020

Committee Members in Attendance: David Pisha, Kirby Putnam, Lee Gustafson, Matt Wilson, Dan Cook and Rick Cloud.

Others Present: Cathy Hasbrouck, Recording Secretary.

Citizens Present: Brian Lane-Karnas Craig Jennings and Kevin Racek.

Call to Order

Lee Gustafson called the meeting to order at 4:30 PM upstairs at the Town Hall.

Agenda Item 1 Approve previous minutes

This item was skipped in the interest of saving time.

Agenda Item 2 Citizen Comments

There were no comments from any citizens.

Agenda Item 4 Prepare for DRB hearing

Kevin Racek began by explaining that the use of sirens will be a key component of the Conditional Use hearing before the Development Review Board. The Town of Chester has a Performance Standard about noise. Brian Lane-Karnas said the noise standard applies to every project and only allows an exception for incidental and customary activities, such as lawn mowing and snow blowing. Brian said he hoped the DRB could accept a siren as incidental and customary. The issue was discussed. Lee Gustafson recapped the discussion saying, it sounds like sirens are only used when it is necessary for traffic safety. The other members of the committee agreed. They said they always turn on the flashing lights and they use the siren when other traffic is visible.

Kevin Racek said that Brian Lane-Karnas will handle the presentation to the Development Review Board. Kevin said he will be present to provide support. He noted that the area where the Emergency Services Building will be built is primarily residential. The building will be a Civic/Institutional conditional use. Because it is a Civic/Institutional use, the bylaws don't require a sign permit and don't limit the signage that can be placed on the building. He said there are no plans for landscaping at present beyond hydroseeding. There is no money in the budget for landscaping. He said the town plans to hire a landscape architect after the building is complete to plan a possible memorial, bench seating and/or a flag pole. He said it was important to have these things in a civic building, but the cost may prohibit it. The primary focus of the design-build team is to make sure all the equipment can be housed in the building, make the building functional and make it as beautiful as possible.

Cathy Hasbrouck said the DRB is certain to ask about landscaping at the property boundaries because the civic/institutional use is considered incompatible with the residential use, and the

project will require some kind of buffer at the property line. Kevin Racek reiterated that the town will be hiring a landscape architect after the project is complete.

Agenda Item 3 Update from Architect

The elevation of the building came up at the site visit and Kevin Racek discussed it in more detail. If the building were raised by 18 inches, the slope between the building and the road would be 2 inches, or essentially flat. Kevin estimated the cost raising the building 18 inches to be about \$30,000. He asked the committee to consider whether the vehicles could manage the existing slope. Brian Lane-Karnas said the driveway would need to slope down from the road a bit before it rises to meet the building in order to prevent water from the road entering the building. He said the slope that would result from not raising the building would be 3 – 4%. Kevin said he could not be the judge of how the slope would affect the trucks. He asked the departments for their input on this matter. Brian Lane-Karnas said the state would have some input on this as well. Usually a building like this one would be higher than the road, but in every case, there would be a valley to ensure water from the road doesn't enter the building.

Matt Wilson asked whether the planned parking lot drain could handle a prolonged downpour. Brian Lane-Karnas said there are two catch basins for the drain, in order to reduce cross slope on the apron. He said normally there would only be one catch basin. The extra catch basin is more than enough to handle a prolonged downpour.

Kevin Racek said they had added two public parking spaces not shown on the current site plan. He said there would be an area with benches along the north side of the building. Rick Cloud said there could be no public areas in the vicinity of the sally port. Public areas would end at the end of the 6-space Police Department parking area. Kevin said the proposed benches will have to be moved. Craig Jennings asked about the propane tanks. Rick Cloud said the town owns their propane tanks because propane for the town goes out to bid. He said he would prefer to bury the propane tanks for safety's sake. Craig Jennings agreed to bury them.

Kevin Racek began speaking about the retaining wall at the back of the building. Lee Gustafson asked if the retaining wall will cost \$1,000,000 as was said in 2008 when the first building was proposed. Kevin said it will definitely not cost \$1,000,000.

The committee asked how tall the building will be above grade at the back of the building. The committee is planning on using the old cell tower as a radio tower. It is 60 feet tall. Kevin said the back of the building extends 30 feet above grade. The committee concluded the tower would rise 30 feet above the top of the building and it would work as a radio tower.

Kevin Racek pointed out the ramp to be built from the end of the parking lot on the south side of the building leading to the back of the building. The ramp would allow fire trucks to be driven to the back of the building for training sessions. Lee Gustafson said the ramp did not have to curve around the building and it did not need guard rails. Brian Lane-Karnas said the reason the ramp was curved around the building was to facilitate access to the mechanicals room which is in the middle of the back wall. It also gave more length to spread the height drop from the level of the parking area to ground level behind the building. The committee decided the longer curved ramp would be acceptable. They asked if the guard rail could be removed from the design. Brian Lane-Karnas said it could. He cautioned that the drop off was steep in some places and his design judgement said a guardrail is advisable. Matt Wilson said the guard rail would reduce their ability to use the field for training. Kevin Racek agreed to keep the road as it was drawn

on the site plan, and the guard rail will be dropped. The gate drawn on the site plan was also rejected by the committee. A sign saying, "Authorized vehicles only" would be substituted.

Kevin Racek described the current status of the project. He said the engineers are currently designing the different systems. He said there are two structural systems in the bays area. A single column will be added to the bays area, 7" x 17", to support the two-system approach. This will cut the structural cost for the bays in half.

The committee discussed drops for water, electricity, etc. in the bay area, and whether the drops could be next to the column. Kevin Racek said there could be drops surrounding the column. He asked the committee members where the air compressor drops need to go. He asked them to study where the equipment has been drawn in on the plans and to tell him whether the location is correct or not. He said he hasn't received much information from the committee about changes. He said he must move forward, so if he doesn't hear otherwise, he believes it to be correct.

Kevin said the orientation of the floor trench drains is changing to facilitate pouring the concrete. The slab in the bays will have radiant heating. There will be a large fan in the bays to circulate air and an exhaust fan for ventilation. Radiant heat will be put in the area beside the bays where the locker rooms and bathrooms are.

Kevin discussed changes in the police department area. Lockers were added and the interview and reception areas were switched. Kevin asked Rick Cloud to mark which doors must be secure and what type of lock was wanted. He asked for the same information from Matt Wilson and Dan Cook for the Fire and Ambulance areas respectively. Kevin suggested using swipe keys for interior doors since the technology will be present in the building.

Craig Jennings said electronic locks are expensive. He thought that exterior doors could have electronic locks with codes or key fobs, but most interior door could just have keys. Dan Cook said keys were fine with him. He would mark up the drawings for that.

Lee Gustafson asked about the heat for the rest of the building. Kevin Racek said he was thinking of a hydronic system. Lee asked if it could be radiant heat. What would be the cost difference? He thought it would be the most efficient way to heat and since more than half the building would be using radiant heat, it might be cheaper. Kevin and Craig Jennings said they would look into that.

Kevin Racek asked the committee to mark where speakers would go in the building and where the main hub would be. Kevin said he was expecting the person hired to handle phone, electronics and other communications would be sending him information soon. Dan Cook said he understood Kevin would be looking for the location of phones and computers in the Ambulance offices. Kevin confirmed he needed that information in the next week. He would be working on the door hardware in the next week and also need the door lock specifications.

Matt Wilson asked if there would be a subtle awning over the back entry as discussed earlier. Kevin said yes. Matt asked if there would be parking for the ambulance crew anywhere other than in the Fire Department area. He was thinking of the evenings when training is taking place and the Fire Department part of the lot is occupied. It was decided that there would be other spaces available even during training. The committee also discussed possible changes that could be made when paving is finally done and it is clearer how the budget is going to work out.

Kevin Racek explained that it was important not to design a building for peak uses that occur only rarely. He said this is a huge building that would essentially be unoccupied 80% of the

time. Lighting and heating controls would be designed with that in mind. Kevin said he was seeking a balance between cost, day to day use and occasional high traffic events. He cited the issue of the slope in front of the building. If the trucks can tolerate a 4% slope, it will save \$30,000. Those kinds of decision will make the building affordable or not.

Kevin Racek discussed basement storage and the mechanical electrical room. He said they have moved the mechanical room to the center of the building. Craig Jennings said the extra lower level storage rooms will cost \$50 - \$70,000. The cost included extra steel to support the floor above and extra concrete pours. Lee Gustafson said if the extra storage space was not a big extra cost, it would be nice to have, but it wasn't something anyone had planned on.

Kevin Racek explained why the front wall of the building was changed. It had been moved about 4 feet. He said that once he had the vehicle specifications and locker configurations, he realized that the 73-foot space he had planned on needed to be 4 feet larger. The committee discussed other ways to fit the vehicles in the building by adjusting other areas. Craig Jennings said moving the wall was an added cost, but it wouldn't be costed using the average building square footage cost. It will not need much support from systems such as lighting or heat. Craig proposed that the costing process go ahead with the 77-foot space and the committee will then evaluate the result. Kevin said he felt it was very important to design a building that accommodates the equipment. Lee Gustafson agreed with Craig's approach of proceeding with the costing process for the longer bay. Lee asked Craig if he thought the building was going to be within the budget. Craig said he thought the budget looked pretty good.

The committee discussed progress on the town gravel pit permits and construction. Getting gravel from a local source would save considerable delivery costs. Kirby Putnam said he had work to do once the permit was obtained in order to start extracting gravel. The pit wouldn't be available as soon as the permit was issued. Lee Gustafson proposed that the committee keep Kevin Racek and Craig Jennings apprised of the situation with the gravel pit. The committee discussed the products the gravel pit could provide and whether much material for the building would need to be obtained from sources other than the town gravel pit. David Pisha said the Act 250 hearing for the pit was potentially scheduled for the end of February.

Rick Cloud told Kevin Racek that he had gone to Westminster and looked at the benches he wanted for his area. He still couldn't figure out how the benches were mounted on the wall. Craig Jennings said he thought he knew how they were mounted. Kevin Racek asked for the shop drawings of the benches so he could plan the structural support needed.

Kevin said he had the electrical and plumbing cut sheets for the entire building ready. He will send them to committee members for comments. He said he will include the floor plans they correspond to. The fixtures were simple, not luxurious. He said it was particularly important to get comments on the lighting. Matt Wilson asked if the light fixtures are similar to what was just installed at the Town Garage. Craig Jennings said he knew the engineer who did the specifications does a lot of emergency services building work and the fixtures were rugged. Matt Wilson said the fixtures they just had installed came from Efficiency Vermont. The town was reimbursed for the cost.

Kevin Racek said the next step after the Development Review Board hearing was to finalize the Design Development drawings. They would be complete in about 5 weeks. The electrical, mechanical, and door systems must be fully defined. He would be sending colored elevation drawings of the exterior in about 3 weeks. The curtain wall construction has an exterior skin that

can be different materials. The area around the entry will be wood. The other areas can be different types of metal. He said he needed equipment specifications finalized as soon as possible.

The committee agreed to meet on Tuesday February 11, at 3:00 PM. It will be a conference call. A smaller room with a laptop connection would be the best place to meet. Kevin asked that any questions the committee had be e-mailed to David Pisha and David Pisha will e-mail them to him. Kevin proposed that a second meeting be held on February 25, 2020 and he would attend that meeting in person.

The committee looked at a partial print of the front elevation. Matt Wilson said he wanted bigger signs designating the departments on the exterior of the building. Lee Gustafson said the cost could be evaluated and a decision made later. The committee worked out sharing the copies of the floor plans that will be marked up and returned to David Pisha.

Agenda Item 5 Adjourn

Matt Wilson moved to adjourn the meeting. Dan Cook seconded the motion. The meeting was adjourned.