

Fire Station Building Committee
Meeting Minutes
January 10, 2024
6:30 p.m.
Northborough Select Board Meeting Room

Members Present

Dawn Rand, Chair
Mitch Cohen, Vice Chair
David Parenti, Fire Chief
Daniel Brillhart, Fire Captain
John Rapa, Financial Planning Committee
Diana Nicklaus, Citizen-at-Large
Tom Reardon, Citizen-at-Large

Others Present:

Neal Aspesi, Deputy Chief
Tim Alix, Colliers
Todd Ashford, Colliers
Janet Slemenda, HKT
Amy Dunlap, HKT
Marc Theiss, HKT

6:30 p.m. – Ms. Dawn Rand, Chair

This meeting of the Northborough Fire Station building committee is called to order.

1. APPROVAL OF MINUTES

John Rapa moved to approve the meeting minutes from December 20, 2023. Diana Nicklaus seconded the motion with board approval of striking the last sentence in Section two. All members voted in favor. Motion carries over.

2. DESIGN UPDATE

HKT has six options to offer for review. There are a few preferred placements for the building, the Civil Engineer is currently working on this now. We will have information and updates on the area behind the building for plowing. At the last meeting we talked about flat roofs, now looking at small, pitched roof lines. Also using different colored brick for dimension on the front side of the building. There was much talk about arches and adding an arch over the entry way with recessed doors.

Tom Reardon expressed the function of building to tie together the three areas is important for the members. He had questions on the windows which will be reviewed and ready for the next meeting. He also liked the arch entry and apparatus bay entry and questioned maybe an arch on the tower. Most importantly the sustainability of the building, using a solar panel system and triple glazed windows. Captain Brillhart also liked the two arches over the apparatus doors and front entry way and the roof on Tower in design “J”.

Janet Slemenda commented that the goal is to use monitors on the roofs for light. Mechanical equipment on the rear of the roof hidden by the roof monitors. Also, discussion on the terrace retaining wall and elevations to be completed.

Schematic design should be finished by the end of February 2024.

Design Meeting: FSBC January 17th, drawing to Design Review by January 18th, FSBC meeting on January 31st. The cost estimate starts after the January 31st meeting, it takes about three weeks. On February 28th we should have the cost, then the design goes to the Planning Board and ZBA.

3. PUBLIC INPUT SESSION DISCUSSION

The agenda should be set by January 12th with the work done to date. Present building design “K” with design “J” tower, options for windows, brick work, and the reason why we chose this site location and the progress we have so far. HKT is looking at various window types.

How do we handle residents asking questions about the station outside of public meetings? The chair will respond to questions, and they will be brought up at the next FSBC scheduled meeting. Make sure questions are submitted before the meeting agenda is sent to the Town Clerk for posting.

4. IMPORTANT DATES FOR TIMELINE

- August 7th, to submit to the Secretary of State.
- September 24th, deadline for Select Board to vote to place it on ballot in November.
- October 7th meeting.
- October 14th end date for request from Town Clerk for a special Town meeting.

5. ANY OTHER BUSINESS THAT MAY LEGALLY COME BEFORE THE COMMITTEE

No other business was discussed.

6. ADJOURNMENT

7. John Rapa moved the committee vote to adjourn the meeting: Mitch Cohen seconded the motion: the roll call vote was taken as following:

Brillhart	“aye”
Cohen	“aye”
Nicklaus	“aye”
Parenti	“aye”
Reardon	“aye”
Rand	“aye”
Rapa	“aye”

Respectfully submitted,

Lorraine Thompson
Administrative Assistant