

Fire Station Building Committee
Meeting Minutes
October 17, 2023
7:00 p.m.
Public Library Main Meeting Room 1st floor

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 Fire Chief
Scott Charpentier, DPW Director
Amy Dunlap, HKT
Janet Slemenda, HKT
Marc Theiss, HKT
Shawn Thompson, Facilities Manager
Todd Ashford, Colliers Project Manager

7:00 p.m. – Meeting Called to Order

1. APPROVAL OF MINUTES – October 4, 2023

John Rapa moved to approve the meeting minutes from October 4, 2023. Diane Nicklaus seconded the motion. No roll call was taken due to in person meeting, all were in favor. Motion carried over.

2. PRESENTATION FROM HKT

Amy Dunlap gave HKT's experience with projects they have done and how they worked with many municipalities, especially public safety buildings. Their goal is to build a station that represents our community and meets the needs of those working there. We have just started this project, spent time talking to those who will work in this current environment. The surveyors have started their work on the land.

HKT conducted a "Post It" where you participate by writing response to a series of questions. The feedback was very good and informative. There were four questions and two open-ended questions.

- 1) Biggest challenge for providing the Fire Department with a safe and modern site?
- 2) What concerns you about the development of this project?
- 3) What sustainability options should be considered for this project?

- 4) What do you think is the most important goal for this project?
- 5) What are the critical details you believe we should know about in order to complete our work to the satisfaction of the fire department and the entire community of Northborough?
- 6) What represents the best of Northborough?

We collected and summarized the responses and had an open discussion which can be seen on YouTube Fire Station Building Committee 2023.10.17.

3. RESIDENT INPUT AND QUESTIONS

A discussion on having Zoom input sessions for residents, can they be done electronically?

What is the sustainability of this project?

- Lot was chosen because the land goes further back for expansion.
- Durable materials for long life span, maintenance is key to sustainability.
- HKT - The subservice conditions will be documented after the building location is determined and borings are completed.
- What happens after the Town Meeting if approved?
 - 1) Proceed with the Construction Documents Phase II.
- What money has been spent to date on the project?
 - 1) Land purchase
 - 2) Hired an Owners Project Manager, Colliers
 - 3) Contract with Architects, HKT.
- What if the project goes over approved money?
 - 1) Money approved by the Town is all we can spend. There is a contingency in the cost for any unforeseen issues.

4. ANY OTHER BUSINESS

- No other business was discussed.

5. ADJOURNMENT

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

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

Respectfully Submitted,

Lorraine Thompson