

Fire Station Building Committee  
Meeting Minutes  
October 25, 2023  
6:00 p.m.  
Remote Meeting

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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:

Todd Ashford, Colliers  
Neal Aspesi, Deputy Fire Chief  
Scott Charpentier, DPW Director  
Amy Dunlap, HKT  
Janet Slemenda, HKT  
Marc Theiss, HKT  
Dominic Puniello, GGD Consultant Engineers

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**6:00 p.m. – Chief Parenti’s Introduction to Remote Meeting**

Chief Parenti read the current remote meeting notice and confirmed the following Committee members and others could hear and be heard.

**Ms. Rand, Chair**

This meeting of the Northborough Fire Station building committee is called to order pursuant to Chapter 2 of the Acts of 2023, An Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency, signed into law on March 29, 2023, this meeting will be conducted via remote participation. No in-person attendance by members of the public will be permitted.

6:00 p.m. – Meeting Called to Order

**1. APPROVAL OF MINUTES – October 17, 2023**

Mitch Cohen moved to approve the meeting minutes from October 17, 2023. Tom Reardon seconded the motion. All other members voted in favor. Motion carries over.

**2. MILESTONE SCHEDULE DISCUSSION**

**Chief Parenti**

He addressed a concern, since the last meeting, and spent time reviewing the Milestone schedule and felt there were some concerns with the timeline as

currently drafted. It is a very compressed schedule done in order for the committee to be able to present the project at the Annual Town Meeting in April. A discussion with the OPM, HKT, Scott Charpentier, Deputy Aspesi, and Shawn Thompson, we believe that pushing through the timeline as currently laid out the final project that we will produce will not be the quality the Town deserves. His proposal is to adjust the target date for a Special Town meeting in September 2024. This will allow a cleaner timeline for land use, Design Review, Planning and ZBA to review. It will allow for the ballot vote to occur in conjunction with the United States General Election November 5<sup>th</sup>. A vote was put forward and all members were in favor of the proposed change.

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

**Scott Charpentier**

He felt that further down the design path the better and we will be closer to an estimate for approval, cost of materials. The design schedule will remain the same shifting a milestone from earlier to later.

**Tom Reardon**

He seconded both the Chief and Scott’s comments, by giving the boards more time to absorb complex building designs.

**Mitch Cohen**

Also, in favor of the Chief’s proposal so we can include public input into the project.

**John Rapa**

He concurs with the Chief and Scott. We need to show the history of the current station and why we need a new one.

**Diane Nicklaus**

She feels the estimate will be about 90% of the cost.

**Dan Brillhart**

He was hoping for the April 2024 meeting, because he has been working on this project since 2016.

**Todd Ashford**

Colliers will update the timeline with changes.

### **3. MECHANICAL ENGINEERS PRESENTATION**

GGD Consulting Engineers – Dominick Puniello

1. Goal
2. Lifecycle Cost Analysis Methodology
3. Option:
  - (i) Code baseline
  - (ii) Electrified Heating System vs Natural Gas Heating System
    - a. Air Source VRF, Heat Pump HVAC System
    - b. Air Source Heat Pump Chiller/Heater with backup ...Gas or Electric Boiler
    - c. Closed loop Geothermal HVAC System
4. Supplemental Heating System (radiant heating apparatus floor)
5. Utility Company incentives and Federal Tax Credits.

There were many questions and discussion on each option and/or supplement, with the pros and cons of electric vs gas.

### **4. PRESENTATION OF DRAFT FLOOR PLANS**

**Janet Slemenda – HKT**

She presented two conceptual designs showing the operational and support space. The apparatus floor, training and community use space, and administrative areas are located on the first floor. The second floor consist of sleeping quarters, day room. The slight difference on Option 2 was the ease of access (hallways) when responding to alarms. Both options focused on a lot of natural light from the roof and South/West facing sides of the building.

### **COMMENTS ON CONCEPTUAL DESIGN**

**Deputy Neal Aspesi**

He liked that the rear of the building faces the south, question of Solar Panels.

**Diane Nicklaus**

Radiant slab and to make basis of design in apparatus design the goal.

**Dominic Puniello**

Radiant and overhead system is the recommended system to put in schematic design.

**Mitch Cohen**

He asked that HKT email out to the committee Dominic's plans.

**Tom Reardon**

PV system on the south side, windows on the north side and Geothermal.  
He felt the current models were too busy, a little fussy on the west side gables and tower.

**Chief Parenti**

He mentioned a generator on site. Also, need line of sight when pulling out and space to swing trucks in and turning radius to back trucks into the station.

**5. MEETING SCHEDULE DISCUSSION**

November 6<sup>th</sup>, presentation at Select Board meeting.

November 15<sup>th</sup>, 6:30 p.m., Remote Meeting

**6. ANY OTHER BUSINESS**

No other business was discussed.

**7. 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