

**Agenda & Minutes
Police-Fire Facility Building Committee**

Mission Statement: Acting in an advisory capacity to the Selectboard and the Town Manager, the Police-Fire Facilities Building Committee will provide financial and technical oversight to the Police-Fire Facilities Capital Improvement Project. That project includes the following 3 components: (1) reconstruction and expansion of the Central Fire Station, (2) replacement of the West Brattleboro Fire Station, and (3) renovation of 62 Black Mountain Road as the new location of the Police Station.

Date of Meeting: June 29, 2016

Date of Warning: June 24, 2016

Time and Place: 4:00pm, Selectboard meeting room, Municipal Center

Members: Phil Chapman Kathy Dowd Dave Emery, Sr.
 (Indicate who were present) Rhonda Calhoun Eli Gouid Prudence MacKinney
 Steve Phillips Robin Sweetapple

Selectboard: John Allen

Administrative: Peter Elwell, Town Mgr. Patrick Moreland, Asst. Town Mgr.
 Project Team: Mike Bucossi, Fire Chief Pete Lynch, Asst. Fire Chief
 Mike Fitzpatrick, Police Chief Mark Carignan, Police Captain
 Steve Barrett, Dir of Public Wks Hannah O'Connell, Hwy/Util Super.
 Rod Francis, Planning Dir. Russell Rice, Town Assessor
 John O'Connor, Finance Dir. Steve Horton, Owner's Proj Mgr
 Ray Giolitto, Architect Mike Farhm, Contract Mgr.

Other Attendees: Bob Roder, Energy Center
Gary Schwindler, Efficiency VT

Chair/Facilitator: Robin Sweetapple Clerk/Scribe: Rod Francis

Topic/Agenda Item	Discussion/Action	Motions, Proposals Resolutions	Vote
Confirm Meeting was Officially Warned & Quorum is Present	<input checked="" type="checkbox"/> PBE <input checked="" type="checkbox"/> PBE		
Public Participation			
Approve Minutes of May 11, 2016	Motion to Approve 05/11/2016 minutes SEE ATTACHED!	PC - moved KD - second	(1) [7-0]
Review Proposed "Guaranteed Maximum Price" for West Brattleboro Fire Station	SH - station # 2 ≤ budget - Extensive info submitted by DEW - Own contingency retained at beginning of project	Recommend GMP for station #2 submission of \$1,292,xxx as detailed in Attachment D as reviewed today	
		M: PC S: DE	[7-0]

RS: DRB/DBE outcome - OK

D.E: Will ladder truck sit in station #2
 DB: Yes
 D.E: AH #1 - it's already included → see over

D.E. Alt #3 is it superior to other choices?

SH: Pay-back on #3 not present

JT: Is it pre-painted?

SH: Yes

RD: Weather-stripping / overlak on bay doors. Are we using it

RG: Yes.

RC: See p 9 on Exclusions A-F are they part of the \$11.5m budget?

SH: All were contemplated BUT none added to the budget

EG: Is there a line item for external wall insulation?

RG: Yes

EG: The document references Fiberglass bolts but are we only using dense-pack insulation?

SH: Correct

EG: Will we test and establish standards are met for air infiltration?

SH: Efficiency VT is willing to conduct tests

EG: Is there adequate provision for unsuitable soils for parking lot?

SH: We have

EG: HVAC specs.

Topic/Agenda Item	Discussion/Action	Motions, Proposals Resolutions	Vote
Status of Design Work for Central Fire Station	R.G.: - Met w/ BPD Chief + staff on schedule for August 15 DRB hearing	Ø	Ø
Status of Design Work for Police Station	R.G.: Met w/ BPD Chief + staff, September 19 hearing	Ø	Ø
Status of Purchase of 62 Black Mountain Road	PBE: VT DEC has effectively made PH II testing a requirement due to evidence of silver emission on site to obtain access to BRELLA program Further testing will take place	Ø	Ø
Other Biz KD: Bonding Update	PBE: Royal Bank is going out to market this week interest rate likely to be lower		
Next Meeting Date, Time, and Place	July 13, @ SB Room @ 4:00 PM Aug 10 @ SB Room		
Adjournment	@ 4:00 PM	Adjourn JA DE	7-0

Minutes of the Police and Fire Facility Building Committee
May 11, 2016
Select Board Room

Member Attendees: Phil Chapman, Kathy Dowd, Dave Emery, Sr., Eli Gould, Steve Phillips, Robin Sweetapple, Rhonda Calhoun. **Absent:** Prudence MacKinney

Select Board: John Allen

Staff: Peter Elwell, Patrick Moreland, Mike Bucossi, Mike Fitzpatrick, Pete Lynch, Mark Carignan, Rod Francis

Consultants: Ray Giollitto, Mike Farhm, Steve Horton

Confirm Meeting was warned: Peter Elwell stated that the meeting had been properly warned. No motion required. Quorum is present.

Public Participation: Held for agenda discussions.

Minutes of April 27, 2016: Approved on motion duly made and seconded, as amended to correct date.

Review Plans for Use of Brattleboro Station: Raymond Giolitto presented plans, amended slightly to reflect land use regulation requirements. Plans to be submitted to DRB soon. Peter Elwell clarified that the decision to demolish the old station has not yet been made, only to present a site plan to show the building to be demolished. Parking requirements may be a constraint if the old station is to be put into re-use.

Robin Sweetapple made a motion to  approve site plan and construction documents presented as a progress set, with consideration given to such other refinements as are code required, recommended by the architect and the project manager. Seconded by Rhonda Calhoun. Approved. X

Energy Efficiency Opportunities: Chuck Clerici and Gary Swindler presented energy efficiency concerns. Energy code minimum appears to be satisfied. Efficiency Vermont may provide rebates for smart circulator pumps, LED (dlc) and interlocking garage door seals, energy star appliances, etc. Peter Elwell provided that about 2/3rds of the items mentioned are already specified in the plans and that alternates could be bid out to evaluate cost/benefit. One alternate would be the increase in cap insulation. Efficiency Vermont would like to help in that evaluation.

Steve Phillips made a motion to approve the input Efficiency Vermont presented and suggest that the project team work with them in order to evaluate the energy efficiency ideas presented, so as to maximize rebates that make economic sense. Dave Emery seconded. Approved.

Schedule Update: Steve Horton reported that the project is on task and on schedule. By consensus, the Next meeting was decided to be held on June 29, 2016 at 4:00 p.m. for the purpose of discussing the GMP (guaranteed maximum price) as a result of the bids.

Respectfully submitted,

Steve Phillips, Clerk.

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