

Minutes of the Police and Fire Facility Building Committee
Meeting #1 April 27, 2016
Select Board Room

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

Select Board: John Allen

Staff: Peter Elwell, Patrick Moreland, Mike Bucossi, Mike Fitzpatrick, Pete Lynch, Mark Carignan, Russel Rice, 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.

Welcome back: Peter Elwell welcomed every one of the committee back. He thanked him for their prior service and their service moving forward. No motion required.

Review open meeting law and other logistical matters: Peter reviewed the Open Meeting Law. Cautioned to be careful in replying to “all” on email chains. Steve Phillips pointed out that the exception to that is when “all” respond to meeting times and/or agendas. No motion required.

Confirmation of Co- Chairs and election of Clerk: Kathy Dowd motion to have Robin Sweetapple continue as Chair and Steve Phillips continue as Vice Chair. Motion by Kathy Dowd- second by Dave Emery. (unanimous). Prudence moved to have Steve Phillips be Clerk. Second by Phil Chapman. (Unanimous)

Approve minutes of January 28, 2015: Kathy Dowd motion to approve as written. Second by Robin. (Unanimous)

Status report re: Acquisition of 62 Black Mountain Road: Peter shared that the Reformer business has been sold. Purchase and sales agreement is clear that the sales of the reformer will not impact transaction. Lease discussions with Reformer will include length of times for Reformer lease. Purchase and Sales already includes a minimum guaranteed three year lease. No motion required.

Project Schedule: Steve Horton reviewed line items of the early schedule. The schedule is aggressive and emphasizes the West Brattleboro Station starting ASAP with the Central and Police Station projects following as soon as designs are ready. Schedule distributed. No motion required.

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(cont'd)

West Brattleboro Fire Station: Peter laid out that because of submission to the DRB in the near future the committee will need to decide whether the existing station shall remain or be removed. The decision would indicate whether the building is on the site plan submission. After discussion Steve Phillips moved to “Proceed with a site plan showing the old station being demolished once interim use for storage is no longer needed.” Second by John Allen. (vote 6-1. Nay by Eli Gould)

West Brattleboro Association letter re: design and use considerations: Citizen Mike Bosworth presented desire to have on the new building an electrical outlet, power to the village green and a new storage shed. Mike Bosworth also expressed desire to use grassy area behind where existing station is now, have the building assessed for worthiness, maintain restrooms, and enhance the flagpole area on the school property. Motion made and seconded and was approved unanimously to incorporate the electrical outlet. The other requests were discussed but were not approved.

Future of existing station and relationship to new site plan: This topic was discussed in length in above topic West Brattleboro Station. No motion required.

Future meeting frequency and location: Next meeting to be May 11th at 4:30. Meeting frequency is generally set at every two weeks but will remain flexible depending on project needs and demands. No motion. Consensus.

Sincerely,

Steve Horton (for Clerk)

Attachments: Early Schedule by SHCCSI/West Brattleboro Association letter re: “amenities related to West Brattleboro Fire Station”