

**Public Safety Facility Renovations Planning Committee
Meeting Minutes
7:00 P.M. Monday, March 23, 2015.
Durham Public Library**

Voting Members – In Attendance:

Frank Behrens, Chris Flanagan, Frank Giantonio, David Heer, Andy Meiman, Carl Stoup, Sue Wimler

Ex-Officio Members in attendance: William Curtis, Tom Wimler.

General Public in Attendance: Paul Jorgensen, Marco Constantini, Chuck Stengel, Jim Ledford

1. Call to Order – 7:02 pm

2. Approval of the Agenda

MOTION: Approve the agenda as posted. Carl Stoup, seconded by Frank Giantonio.
Motion passed on a voice vote.

3. Approval of Minutes

MOTION: Approval of the February 11, 2015 Special Meeting minutes. Frank Giantonio, seconded by Carl Stoup. Motion passed on a voice vote.

MOTION: Approval of the February 23, 2015 Regular Meeting minutes. Carl Stoup, seconded by Frank Giantonio. Motion passed on a voice vote.

4. Approval of Invoices

Invoices 15-432 and 15-679 were submitted for \$2,053.10 and \$8,212.40 respectively. There was some confusion as to the amounts billed vs what has been paid. Action tabled pending some additional review.

5. General Discussion/New Business

03.23.15.a Paul Jorgensen discussed the need for improvements at 41 Main Street with Dick McManus, who feels the decision about a ramp connecting the firehouse day room with the truck bay should be left to the Committee to decide. Members present felt the current entry way should remain unchanged (no ramp).

03.23.15.b The updated site plan with the addition on the north end of 41 Main Street shows a redefined grassy island and drive-through as well as a wider apron in the front. The structure is set back approximately 4 feet from the existing building front.

03.23.15.c Paul Jorgensen said the construction for 41 Main Street could be carried out without interfering with existing operations, with coordination for utilities and roof tie-in considered.

03.23.15.d A comprehensive set of design development drawings for 37 and 51 Main Street was displayed and the elevations and floor layouts were explained and discussed. Some discussion centered on the proximity of the south end of the 37 Main Street addition to the property line and property setback. Copies of drawings will be left in the Ambulance Corps building and the firehouse for inspection and comment. It was decided the Committee should invite the neighbors residing in the house to the immediate south of 37 Main Street to the next Committee meeting.

6. Carry Over/Old Business

02.23.15.a Design development work continues of 37 and 51 Main St. Silver-Petrucci plans to complete that work the week of March 16 and will make a presentation at our March 23 meeting.

02.23.15.b There will be a presentation of the schematic plan for 41 Main Street at the March 9 meeting.

02.23.15.c David Heer suggested we may need to have representatives from Fuss & O'Neill return for an assessment of the amount of abatement needed for 37 & 51 Main St.

02.23.15.d The recent draft proposal from Silver-Petrucci included add-alternate allowances for drill borings. We will need borings done for all 3 of the facilities.

02.23.15.e Laura Francis reviewed the town's allocation of funds for future projects.

02.11.15.a Work on 37 and 51 Main Street is in the design development phase. An update on that work will be provided at the next scheduled committee meeting (Feb 23rd). In a recent conference call with Silver-Petrucci, they are OK with including the additional charges for design services for the drive to the contract for the 41 Main Street work. There was also a suggestion that the committee get an estimate for abatement required for both buildings.

02.11.15.b The Silver-Petrucci design team will make a presentation on the work for 41 Main Street at the Feb 23rd meeting. So far, S-P has not given the committee a construction estimate. The committee also needs to know what ADA-related improvements will be required.

02.11.15.c A draft proposal for architecture and engineering services for the 41 Main Street addition was forwarded from David Stein. Details of the proposal were discussed. The committee found it generally acceptable and some modifications will be referred back.

02.11.15.d The committee will have to ask the town building official if there is a local person available to perform the soil boring referred to in the proposal.

02.11.15.e The remaining work from the original schematic submission will require a review and revision of the fire company and Emergency Management programs. That discussion will be tabled until after the document submission for 37 & 51 Main Street.

02.11.15.f The committee discussed who is qualified to vote. Based on Roberts Rules, ex-officios have full voting privileges (not previously known). Unless the committee rules, or charge to the committee, specifically identifies member privileges, then Roberts Rules apply according to our Town Clerk. Ex-officios do not count for constitution of a quorum.

02.11.15.g No public comment was offered. The chairs ask that members of the public who wish to comment on committee proceedings do so at the specified time, and not during other points in the meetings.

Meeting adjourned 8:20 pm.

Respectfully submitted, Andrew Meiman, Co-Chair