

**FIRE STATION FEASIBILITY STUDY COMMITTEE
MEETING MINUTES – January 12, 2018**

9:00 a.m. - Fire Station, 11 Pierce Street, Northborough, MA

MEMBERS PRESENT: Dawn Rand, Chair – Board of Selectmen
Elaine Kelly, Vice Chair – Appropriations Committee
David Parenti, Fire Chief
Daniel Brillhart, Fire Captain
Jamie Desautels, Fire Captain
Mitch Cohen, Citizen-At-Large

MEMBERS ABSENT: Richard Smith, Financial Planning Committee

OTHERS PRESENT: John Coderre, Town Administrator
Kimberly Foster, Assistant Town Administrator

INTERVIEW WITH CONTEXT ARCHITECTURE

Mr. Coderre introduced the Building Committee members.

Jeff Shaw from Context Architecture provided a presentation about his firm. Questions and answers followed.

INTERVIEW WITH JOHNSON ROBERTS ASSOCIATES, INC.

Mr. Coderre introduced the Building Committee members.

Stewart Roberts from Johnson Roberts Associates, Inc. provided a presentation about his firm. Questions and answers followed.

FINAL SELECTION OF ARCHITECT

The Committee discussed the proposals and interviews for the four architectural firms. Following the discussion, the Committee evenly ranked Context Architecture and Johnson Roberts Associates, Inc. as the top two firms and Galante Architecture Studio as third.

Mr. Coderre and Chief Parenti will conduct thorough reference checks on the top two firms and report back at the Committee's January 23rd meeting, at which time a formal ranking will be made.

NEXT MEETING

Tuesday, January 23, 2018 at 1:00 p.m.

OTHER BUSINESS

None.

ADJOURNMENT

Chief Parenti moved the Committee vote to adjourn; Mr. Cohen seconded the motion; all members voted in favor.

Meeting adjourned at 3:30 p.m.

Respectfully submitted,

John W. Coderre
Town Administrator

Documents used during meeting:

1. January 12, 2018 Meeting Agenda
2. Context Architecture Presentation.