

**FIRE STATION BUILDING COMMITTEE
MEETING MINUTES – July 18, 2018**

10:00 a.m. - Town Offices, 63 Main Street, Northborough, MA

MEMBERS PRESENT: David Parenti, Fire Chief
Daniel Brillhart, Fire Captain
Jamie Desautels, Fire Captain
Dawn Rand, Chair – Board of Selectmen
Richard Smith – Financial Planning Committee
Mitch Cohen, Citizen-At-Large

MEMBERS ABSENT: Elaine Kelly, Vice Chair – Appropriations Committee

OTHERS PRESENT: John Coderre, Town Administrator
Kimberly Foster, Assistant Town Administrator
Stewart Roberts, Johnson Roberts Associates Inc.

JOHNSON ROBERT ASSOCIATES

Responses to Town's Request for Information (RFI)

In response to the RFI issued on June 4, 2018, the Town received responses from six downtown area property owners whose properties might be considered for acquisition as a site for a new fire station. Stew Roberts reviewed each submission based on basic information submitted by the property owner as well as information available from the Assessing Office property record card and information available through the Town's GIS. After review and discussion of the various sites, by consensus, the Committee agreed to proceed with further evaluation of 10 Church Street and 61-65 West Main Street. Stew Roberts indicated he would have civil engineers begin a preliminary review of the sites and provide an update at the next meeting.

NEXT COMMITTEE MEETING

The next committee meeting will be held at 9:30 A.M. on Wednesday, August 8, 2018 in the Selectmen's Meeting Room at Town Hall.

ADJOURNMENT

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

Meeting adjourned at 10:35 a.m.

Respectfully submitted,

Kimberly Foster
Assistant Town Administrator

Documents used during meeting:

1. July 18, 2018 Meeting Agenda
2. Statement of Interest Documents for 9 Church Street, 10 Church Street, 20 Gale Street, 10 Monroe Street, 40 West Main Street and 61-65 West Main Street.