

**FIRE STATION BUILDING COMMITTEE
MEETING MINUTES – September 24, 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, Committee Chair – Board of Selectmen
Liaison
Elaine Kelly, Committee Vice Chair – Appropriations
Committee Liaison
Richard Smith – Financial Planning Committee Liaison
Mitch Cohen – Citizen-At-Large

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

JOHNSON ROBERT ASSOCIATES

Site Comparison Discussion

Architect Jeff Davis led a review and discussion of the site considerations prepared by Chief Parenti and Fire Department Staff. The Chief identified “pros” and “cons” associated with expanding at the existing site (11 Pierce Street), assuming the Town were to acquire adjacent property (possibly 7 Pierce Street and 10 Church Street) vs. acquiring and building at the 61 & 65 West Main Street site (and potentially including the adjacent 10 Monroe Street site in the acquisition).

Jeff Davis reminded the Committee that the building layouts presented to date are merely conceptual renderings, and the “cons” identified for the West Main Street site (e.g., location of Emergency Operations Center within the building; limited employee parking; depth of the front apron of the station) are factors that could be addressed during the design phase. A number of the “cons” raised for the 11 Pierce Street site would not be as easily addressed through design (e.g., apparatus exiting the station would likely still have to access Main Street via Church Street; the station would continue to abut a residential neighborhood and the 24/7 operations of the Department are at times disruptive to neighbors; 10 Church Street currently houses a historic structure; plans that involve demolition of the existing station to make way for a new building would likely necessitate the Department relocating during the construction phase).

Town Administrator John Coderre stated the locating on either the West Main Street or Pierce Street sites would allow the Town to maintain its response times, which has been paramount as the Committee has explored various location options. The additional, and as of yet undetermined, factors that the Committee will need to consider relate to operational costs and development costs at the sites. However, the next step would be to issue an RFP seeking to acquire property.

Mr. Smith moved the Committee vote to move forward with the issuance of an RFP for property acquisition; Mr. Cohen seconded the motion; all members voted in favor.

APPROVAL OF AUGUST 8, 2018 MEETING MINUTES

Mr. Cohen moved the Committee vote to approve the meeting minutes as presented; Ms. Kelly seconded the motion; all members voted in favor.

APPROVAL OF SEPTEMBER 10, 2018 MEETING MINUTES

Mr. Smith moved the Committee vote to approve the meeting minutes as presented; Chief Parenti seconded the motion; approved 5-0-1 (Ms. Kelly and Mr. Cohen abstained since they were not present at the meeting).

ADJOURNMENT

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

Meeting adjourned at 11:15 a.m.

Respectfully submitted,



Kimberly Foster

Assistant Town Administrator

Documents used during meeting:

1. September 24, 2018 Meeting Agenda
2. Two-page Document from Fire Chief Outlining Site Pros and Cons
3. August 8, 2018 Meeting Minutes
4. September 10, 2018 Meeting Minutes

Minutes approved 1.15.19