

# **Town of Kingston, NH**

## **Fire Station Building Committee**

### **Minutes**

Meeting of March 25, 2019, 6:00 pm  
Kingston Fire Station

1. Call to Order @6:11 Chuck Hart, Bill Seaman, Rich St.Hilaire(out at 6:53), Brian Gallant, Mark Furlong, Bill Bixby, William Sullivan, Kent Walker, Excused- Evelyn Nathan, Kevin St.James, Andrew Berridge. Public Thomas Wintersnitz, Joy Baker (Eagle Tribune), Jason LaCombe & Anthony Mento (SMP)
2. Old Business a. Approve Minutes from March 13, 2019 Motion to accept made by Bill Seaman, second by Kent Walker. Vote taken with two abstentions Kent Walker & Brian Gallant, vote passes.

3. New Business a. Meeting with SMP Architecture i. Review of Construction Management process. Jason and Anthony came in for the process discussion. Kent stated we wanted to go through the CM selection, and other things we need to do. Jason spoke about the CM selection and what he does. This is what SMP highly recommends. They have found that CM's are not as apt to cut corners just to increase their profit margin, if money isn't being spent it goes back into the fund. SMP has worked with CM's about 100 times. Because the CM has to make sure the project is delivered in the budget they work along with the project to make sure it doesn't go over. CM's are up on building costs and may have insight as to price increases in certain building items.

CM selection: SMP will handle this portion. They send out an Issue Request of Qualifications, They will "cast the net as wide as possible." The committee will help make a short list out of those, then SMP gets a "fee's list" (2 pre construction fees, percentage fee (usually 3-4%), general Conditions, cost to put the work in place). The next step is the interviews to see who is the best fit. The committee would then check references for due diligence. This process takes about 60 days. GMP= guaranteed maximum price. There is usually a CM contingency of about 2-3% in case they forgot something or if we forget something in the planning process. If it doesn't get spent it goes back to the town. This is set after the vote and about the time of construction begins.

Between now and July the committee gets the ground work done, P&S, site work, surveying, utilities, etc. About July & August SMP would be back to select the CM and bring the design to the next level and push toward the budget process. 3 public events. Mark thought May would be good for the first public event due to Kingston Days. 2nd about September. Around early November we would be getting the budget ready to prepare for the warrant in March. Total Budget Cost Sheet. 3 Phases, Soft cost, Construction Cost, and FF&E (furniture, Fixtures & equipment). After the vote they set the design and would hope to start about May and at that time the GMP would be set. The more questions we answer ahead of time the closer the cost will be. It either goes in the budget or in the contingency.

Schematic design= more into the type of building

The CM may not be there everyday but the Superintendent is there to over see the project. With the CM the committee will be able to get cost vs energy vs time, cost analysis

## ii. Next Steps

b. Discussion of meeting with Board of Selectmen. Mark spoke about the meeting. Selectman confirmed using town council. 3 estimates will be needed for the next parts. Planning board said there is no problem with Dennis Quintal to bid. Spoke about the one person not staying on the committee, an ad has been put on FB and it will also go into Carriage Towne News.

c. Progress on land purchase site plan. Geo-tech \$7-8,000, Surveying, will be done within 2 months. Chuck and Bill spoke to the 4 Rockrimmon residence. As moving forward they are still on board. The selectman may let them stay after the P&S till voting. We will need to get together with the other neighbors as well. Chuck spoke to some surveyors who will be bidding. Survey is first priority, to finish P&S and land swap. Some do site plan as well as Survey. Geo-tech companies are harder to find. \$50-60,000 will be needed for all this, \$68,000 for SMP. A portion of this would come out of impact fees.

d. Subcommittee Assignments: We should wait till the next meeting to set these after we get a new person.

Finance

Specification & Design

Social

## 4. Agenda Items for Next Meeting

sub committee assignments

sub committee reports

## 5. Set next meeting date

Wednesday May 1 @6pm (first Wednesday of every Month)

6. Adjourn Brian Gallant made a motion and it was second by Bill Bixby, PUNA @ 8:16pm