

Town of Kingston, NH

Fire Station Building Committee

MINUTES

Meeting of September 2, 2020, 6:00 pm

Kingston Town Hall

1. Call to Order at 6:01 pm by Mark Furlong. Present are: Chief Graham Pelletier, Don Briggs, Kent Walker, Andrew Berridge, Rich St. Hilaire, Brian Gallant. Excused: Chuck Hart Absent: Tom Roughan
2. Old Business
 - a. Approve Minutes from July 1, 2020: motion by Brian Gallant, second by Rich St. Hilaire, PUNA.
3. New Business
 - a. update on site activity: Chief Pellerin, Mr. St. Hilaire: Chief Pellerin update the Committee on work progressing on the site; the pole relocation has been completed and Unitil has finished most of their work to relocate the power lines. Comcast has been working on moving their cables to the new poles with much of the work taking place overnight due to the need to interrupt service. Consolidated still needs to work on relocating their cables. The house has been used for training and a decision on either burning for training or demolition will be made soon after consulting with the appropriate state agencies. Mr. St. Hilaire reported that his crew will resume tree cutting now that the electrical power lines have been relocated.
 - b. review of Planning Board meeting of July 21, 2020: Mr. Furlong reported that a non-jurisdictional hearing of the project was held by the Planning Board on July 21st. Dennis Quintal, civil engineer for the project, did most of the presentation of the site plan and the various details of this plan. There were few questions and the Planning Board was generally complimentary of the plans that they reviewed.
 - c. review of Historic District Commission meeting of August 11, 2020: Mr. Furlong provided a summary of the presentation to the HDC by Anthony Mento of SMP. Mr. Mento highlighted the architectural details which are designed to fit in to the historic district while using longer lasting materials. There was also discussion of how the design has evolved and the details are now being filled in on the building. The HDC had a few questions and comments but overall they were pleased with the design.
 - d. update on SMP progress: Mr. Walker provided a pretty detailed review of the design and the work that is currently ongoing mostly some interior details including door placement, etc. SMP and their consulting engineers continue to work on the design details to get a set of plans ready for Bauen Corp to be able to bid the project to subcontractors. Mr. Walker also reported that the Fire Protection Engineering firm has done their preliminary work of reviewing the buildings that need fire protection water supply and they should be able to complete their design work on the fire suppression water supply system and the fire station fire suppression system in the near future. The later start of the fire protection engineer has contributed to an overall delay in the design work by SMP and they expect to have a document package ready for Bauen by end of October. This should be fine for the overall project schedule with an anticipated spring start of construction.

- e. update on Bond: Mr. Furlong updated the Committee on the bond sale; the sale was completed in mid July and proceeds from the sale were received by the Town in mid August. The effective interest rate for the 20 year bond is 1.67% which is lower than originally estimated.
 - f. review of site visits: no new information to report.
 - g. Finance Subcommittee Report: Mr. Furlong provided a report from the Finance Subcommittee; the Committee met on August 28th. The Committee reviewed information on the bond sale; an amortization schedule for the bond using actual numbers has been requested from the bond bank and the Committee will review this and report at a future meeting. The Committee also reviewed expenses that have been submitted so far and things are tracking as budgeted. There was also a discussion about developing a process for invoice approval to be used once construction starts; what is being discussed is having a small group from the Committee (Chief Pellerin, Don Briggs, Kent Walker) that would meet to review invoices after they have already been approved by Bauen and SMP. Don Briggs will bring this to the Board of Selectmen for their input.
 - h. Design & Spec Subcommittee Report: Mr. Walker had nothing further as most of this was covered earlier in the meeting.
 - i. Committee Reorganization: Mr. Furlong asked for nominations for Chairman; motion made by Graham Pellerin, second by Brian Gallant to elect Mark Furlong as Chairman, PUNA. Mr. Furlong indicated that Mr. Hart would prefer not to continue as Vice Chairman due to his other appointments in Town; motion by Graham Pellerin, second by Don Briggs to elect Kent Walker as Vice Chairman, PUNA. Mr. Furlong also brought up for discussion how we will continue in the future with respect to sub Committee's and overseeing the construction project. The Finance Sub Comm will probably be needed for the duration of the project but the Design and Spec Committee's work will wind down soon. There may be a need for some additional sub Committee's including Technology, Finishes (colors, finishes), Furniture(?). Also once construction starts, Chief Pellerin will be the liaison with the site superintendent, Kent Walker will continue to be the liaison with SMP and Buaen and we may just need to meet as a Committee of the whole to oversee the project. After some discussion the consensus was that this will be discussed further at our next meeting.
4. Set next meeting date: next meeting is scheduled for October 7th at 6 pm at the Town Hall.
5. Adjourn: motion to adjourn by Graham Pellerin at 8:21 pm, second by Brian Gallant, PUNA.