

Town of Northumberland Building Committee  
Draft Meeting Minutes  
November 9, 2020

Present: Mike Phillips, Jim Weagle, Bill Caron, Alan Rossetto, Gail Rossetto, Sam Oakes, Jim Gibson, Robin Irving, Harold Marshall, Norm Cotter, Jeremy Brann, Allan Clark

*(As per a conversation with Allan Clark, Allan will be referred to as "Clark" in the minutes to differentiate Allan Clark from Alan Rossetto)*

Building Committee meeting began at 7:45PM

Mike asks for proposal for a new chairperson for the building committee. Sam motions to make Alan Rossetto chairman of the building committee, Jeremy seconds, All in favor-motion passes. Mike advises that Al is now Chairman of the Building Committee

Alan asks for a motion to have Gail Rossetto as secretary and minute taker for the meetings. Sam makes a motion, seconded by Jeremy. Jim Weagle thinks there will be a conflict of interest. Some discussion among the attendees. Alan asks for a vote. There is one opposing vote, motion passes. Gail Rossetto is now secretary.

Alan asks that the Board of Selectmen designate an ex-officio select board representative to the committee. The other two selectmen will be members. Jim Weagle discusses the fact that he is not happy with this at all, everything was good the way it was and is opposed to any changes.

Alan asks for a motion to make Bill Caron the ex-officio member from the board of selectmen. Mike makes the motion, Jeremy seconds, all in favor, motion passes. Bill accepts the position.

Alan asks for a motion to accept the minutes from the previous building committee meeting. Mike motions to accept the minutes., Sam seconds. All in favor, motion passes.

Alan then turned the meeting over to Allan Clark from REI to discuss the plans for the public service building.

Clark passed out an agenda for the meeting. He will discuss the project and how we can be prepared for the warrant article in March at Town Meeting.

Clark does his own, what he calls, minute notes and they will be distributed at the next meeting.

He advised us that the committee needs to be ambassadors for this project and let the citizens know why this will be a good investment for the community. He would like the

committee to expand to have more community support.

Clark passed out some “conceptual design” forms. He also advised that the information and drawings are not finalized and that there will be changes to floor plans and such before anything is finalized. Once we are closer to the final drawings, he will put together a budget. Clark has met with the EMS and the Police to help design for the needs of both parties while keeping the size and cost to a reasonable amount.

We should have a couple of public informational meetings to present our ideas and hear any feedback or objections that the citizens may have about any components of this project. We need to look at financing sources and rates and put together the project budget. Clark will work with Robin Irving on possible grant opportunities and other sources of funding.

The next step is to see what will happen to the actual tax rate if this is approved. We will have to take the cost and deduct any reasonable amount of grants and any other funding we may be able to receive and see how much will have to be raised by taxation. Clark has done a phase II schedule and if this does pass at town meeting we can start that. We should probably be involved somehow in the budget hearings before town meeting. Clark discussed the needs and requirements for the building. The building will be in a commercial zone and so has no side or rear setbacks. Clark has already had discussions with Reggie and Glenn concerning the utilities necessary such as water and sewer and power which are adequate for the building. Test pits will have to be dug and a simple survey done.

There was discussion of a fitness room for the building. Robin advised that we already have a gym across the street.

Clark passed out the plans for the building which includes a training/multi-purpose room and a room for an Emergency Management Director that could be used as an Emergency Operations Center. The training/multi-purpose room will have an occupancy of 25 at half tables for training and 49 in chairs auditorium style for meetings such as selectman meetings. We want to be below 50 because that number would make it a place of assembly and that changes the code requirements. This building will last well over 50 years and we are trying to look into the future needs and functions. Clark also discussed the need to leave an area along the south boundary to allow passage as the apartment building has exits that exit on the town property. We discussed moving the training/multi-purpose room to the easterly end of the building so that it would have direct access and a more prominent entrance on the easterly side.

Robin said that she has been pursuing the thought of having a specialty dispatch tower that would be at the sight and if that could happen, we could become a major dispatch center in the future. The EMD office is a good idea and could be used for other uses in the meantime.

Jim Gibson discussed the fact that he had emergency management information upstairs

and was hoping that this building would have a generator on site so we could communicate during a disaster. It would maybe be possible to get \$75,000 from homeland security. Allan said there was a generator in the plans.

There was discussion on the way the building is set up and the need for decontamination when EMS or Police come back from a call out. Robin discussed the air pressure in the apparatus bay and thinks everything is good as drawn. The apparatus bay has room for four ambulances and police cruisers could use it also if necessary during an emergency.

Clark discussed the design of the building and that the plans will be changed as needed to make the building as efficient as possible. Every meeting will have a different plan for a while until everyone is satisfied with the design. The architecture of the building will be the next step. We need realistic pricing for the building and we need to be practical.

Robin advised us that Quasar Wave, in the old Co-Gen building, should be in operation by the first of the year and will be using reciprocating engines to make electricity for about 4 to 5 cents per kw. She advised us that they may be willing to enter into an agreement to provide power for the EMS if this building is built. Another piece of this is that Robin would like to see a cooperative agreement with Trans Canada to use their natural gas for a substantial donation to our building fund.

Mike brought back a question about the dispatch tower discussed earlier. Robin said it needed to be connected to a power source and the ethernet like the tower at the town office. It would have to be registered with the FCC. She was not sure how tall it would be.

Robin asked if we could have one public hearing for both Transit X and the Public Service building. Discussion ensued and the decision was that we should have two separate public hearings.

Much discussion on how to get more citizens to come to the building committee meetings. We need public input and we need our citizens to understand why this project is good for the town.

Clark thought maybe a press release in the local newspapers, facebook, and the town website? Clark will draft a press release and bring it to the Board of Selectmen for approval.

Clark would like the committee to meet every two weeks from now on. We need to set a day and time. He would like the meetings not to be after the select board meetings because the building committee meetings could be lengthy and 7:00 is a late starting time. There was discussion on the best days and times for all involved. Decision was that we would meet on the second and fourth Tuesday of each month at 6:00 pm in the town meeting room. Because of a conflict that Clark has for Tuesday, November 24th, that meeting will be changed to Monday, November 23<sup>rd</sup>.

So the next two meetings will be Monday, November 23<sup>rd</sup> at 6:00 pm and Tuesday, December 8<sup>th</sup> at 6:00 pm.

Meeting adjourned at 9:00 pm.

Respectfully Submitted,  
Gail Rossetto, Secretary