

Tamworth Municipal Building Committee
Draft Minutes – November 19, 2018
Draft minutes to be reviewed and approved at a subsequent meeting

Call to Order – Willie Farnum called the meeting to order at 7:00 pm. Also present were Richard Colcord, Ron Remick, Norm Cloutier and Dana Littlefield.

Membership – Willie reviewed the list of Committee members:

Willie Farnum, Selectman
Richard Colcord, Fire Chief
Dana Littlefield, Police Chief
Jack Waldron, Capital Improvement Committee Chair
Ron Remick, member
Becky Mason, Selectman

The Planning Board has not yet assigned a board member to the committee. Norm Cloutier declined an invitation to join the committee but is an interested citizen with valuable insight. Willie stressed that all meetings are open to the public and public input is encouraged.

Election of Officers – Richard moved to elect Willie as Chair and Ron as Vice Chair. Willie seconded Ron as Vice Chair and Ron seconded Willie as Chair. Motion carried before either could decline.

Approval of Minutes of August 14, 2017 meeting – Richard moved to accept minutes as written, Ron seconded, motion carried.

Review of Purpose and Discussion – The purpose is to address the need of more space for multiple town agencies and to investigate the possibility of finding property that could accommodate a core building that could house the fire and police departments with room for expansion to fill the future needs of other town agencies. Important to determine what is needed now and what will be needed later. Dana expressed that he liked the current location of the Police Department but his concern is determining the cost of expansion there vs. a new building elsewhere. The lot size of the current location would constrain the ability to expand. Richard stated that the current condition of the Central Fire Station and the size and soil properties of the lot would not allow upgrading or expansion. He advised that if the fire department moves to another location, the building should be razed prior to selling the property or converting it to another use. Discussed possibility of relocating to the Highway Department property. It would have to be discussed with Richard Roberts and he needs a lot of room for storing mixed salt/gravel that has to be covered. There are a couple of locations near the village where the landowners would be willing to discuss selling to the town.

Estimated Department Needs – For the Fire and Rescue Departments, Richard estimated that a 120' by 80' building would be needed, with one third of that having a second story. This would allow purchase of fire engines that won't fit in the current building and eliminate the need to custom order some equipment due to space constraints. Dana expressed that the current police station is 1200 square feet. He would need to double that to have the proper amount of office and evidence room space. Then adding storage and garage for the cruisers, the total would be 4000 to 5000 square feet.

Norm stated that, if the idea is to accommodate future needs of other agencies, then some of the features of the original building (septic, sprinkler, etc) need to be sized properly during the initial construction. It would be cheaper in the long run.

Things to Do and When to Move Forward – Richard stated that, to get the town to approve new construction, the committee needs to show the cost of getting the present buildings up to code. He suggested that Kyle Barker of Warren Street Architects could supply an estimate.

Could anything be put on the 2019 Town Meeting warrant? Possibly the purchase of land? The committee would have to supply some realistic cost estimates for the entire project, as well as the costs for upgrading the present buildings for comparison, before the town would be willing to make an investment. 2024 would be the best year to start new construction because the bonds for the school and the landfill closure would be paid off by then, eliminating annual payments totaling \$230,000.

Operating expenses of new buildings should also be addressed. Higher utility costs for larger buildings will be a factor. Solar, heat pumps, geothermal systems would need to be analyzed by installation costs vs. savings over time. Total area of land required, as well as the cost of the land, would be needed before presenting anything at the town meeting. Public outreach would be helpful. The town needs to be aware of the current state of the fire and police infrastructure, the lack of adequate facilities, and the cost or inability of getting them to meet code.

Actions to Take Now – The fire and police departments will address the list of questions on the meeting agenda and report at the next meeting. The questions:

What is the size of your space?

What is stored in that space?

What needs to be stored or housed in the space now and in 20 years and 60 years?

What is the present condition of the space?

What would it cost (estimate) to make the space compliant with safety codes?

What would it cost (estimate) to gain the space needed?

What has been the cost of maintenance and up keep of the building last 5 years?

What has been the cost for Utilities for the building for the last 5 years?

Agreed to hire Kyle Barker to calculate cost estimates for getting current buildings up to code and for desired new construction. There are funds available; something over \$8000, which should be well more than needed. Richard will email K. Barker's contact info to Willie. Willie will contact him. [Kyle Barker: (603 225-0640 x111); kb@warrenstreet.coop]

Next Meeting – December 3, 2018, 7:00 pm (19:00 for Richard) at the Central Fire Station.

Adjournment – Richard moved, Ron seconded, motion carried. 8:13 pm.

Submitted by Chris Conrod, Secretary to the MBC