

Tamworth Municipal Building Committee

Draft Minutes – April 1, 2019

Draft minutes to be reviewed and approved at a subsequent meeting

Call to Order – Willie Farnum called the meeting to order at 7:03 pm. Other committee members present were Rebecca Mason, Ron Remick, Richard Colcord and Dana Littlefield. Members absent: Jack Waldron .

Also present: Norm Cloutier.

Approval of Minutes of January 7, 2019 meeting – Rich moved to accept minutes as written, Becky seconded, motion carried.

Reports/Discussion – Willie reported on space use and future needs of the Conservation Commission. The meeting room is more than adequate for their use. They might need another four-drawer filing cabinet in the future. The Planning Board has not responded yet.

Becky reported that the selectman's office now has three people working in it; no room for the Selectmen to use it. There should be an additional work-space room. The town clerk needs a separate vault directly accessible from her office. The TMBC Secretary agreed about additional work-space and stated that the various board and committee members and staff sometimes have no place to work when the meeting room is occupied.

Ron reported on his calculations on space needs for parking and access, based on just the fire station. Sixty parking spaces and 20' access roads would take up at least an acre. Rich said the best layout would be pavement along the entire front of the station, deep enough for turning around and parking the engines. In a perfect scenario there would be access all the way around the station.

Rich handed out a record of his communications with Kyle Barker concerning code assessments and building costs. \$10 to 20k for a complete code assessment and cost estimate. About \$3000 for code assessment but Tamworth would have to supply the existing building plans. Agreed that Rich will follow up with Kyle and make sure that would include all three buildings (Fire, Police and Town Offices).

Rich also handed out a copy of his communications with Susan McBride, CISR, concerning homeowners insurance rates. The main question: does Tamworth want to continue maintaining three satellite stations to maintain PC 9 status for insurance rates, and how would that decision affect potential locations of a new fire station. Homeowner's insurance would still be available but premiums would go up for those living more than five road miles from a fire station. Need to have maintenance and operational costs of the satellite stations. A new central fire station would need to be capable of housing four engines to accommodate any potential future changes.

Willie reported that Richard Roberts would like to have the old fire station if a new one is built. It would be useful for equipment storage and maintenance.

Action Items

Becky will continue her research into other towns that have recently done building projects and speak with other individuals who might be able to do building code assessments. For Planning future Town Office needs, she will check with Chris Cline and any others who regularly use work-space in the Town Offices.

Ron will recalculate access and parking requirements for a multiple use (fire, police, administration) municipal building.

Rich will continue correspondence with Kyle Barker and see if he can dig up his report on satellite station expenses.

Jack will report on his study of current and projected school utilization to check for availability of usable space when his commitments allow him to attend a meeting.

Next Meeting – May 6, 2019, 7:00 pm (19:00) at the Central Fire Station.

Adjournment – There being no other business, Rich moved, Ron seconded, meeting adjourned at 8:16 pm.

Submitted by Chris Conrod, Secretary to the MBC