

MEMO OF MEETING NO. 24

ARCHITECT CONSTRUCTION DOCUMENTS PHASE

PROJECT: Chilmark Firehouse and EMS Headquarters
DATE: August 4, 2021
LOCATION: Zoom

ATTENDING: Tim Carroll, Town Administrator
Bill Rossi, Bldg. Committee Chairman
Chief Jeremy Bradshaw, Fire Dept.
Chief Ben Retmier, EMS
Tim Rich
Cait Cantella
Clark Goff
Alison Kisselgofs
Reid Silva, VLSE
Amanda Sawyer, OPM, CHA Companies
Jerry Thiboutot, K+K Architects
Antonia Kenny, K+K Architects
John Keenan, K+K Architects

The following is a record of the above referenced meeting.

OLD BUSINESS

- 21.02 Reviewed CHA and KKA agenda memos for this meeting:
 - A. Review list of confirmation wells, propane tanks, environmental and geotech information.
 - C. A separate meeting w/the Landscape Architect and Committee will be scheduled.
- 21.03 Contract documents for bidding such as Bid Forms, etc., Owner-Contractor Agreement, Front End, etc. will be reviewed w/Amanda and Tim outside of the committee format.
- 21.08 Reviewed proposed new locations for generators, transformer, AC equipment, P.G. tanks.
- 22.02 ZBA application waiting for answers from Building Dept., Lenny was contacted during the meeting and stated the EMS HQ needs only a Bldg. permit, no Special permit.
 - A. Reid will file, possible meeting/hearing in August.
- 22.04 Town Hall well system, controls, etc. will supply the new station. New line to be connected at pump tank, etc. in Town Hall.
- 22.06 Installation of PG tank on Town Hall site is not approved at this time.
- 22.07 K+K and VLSE will review and provide staging and security site plan for fencing, drop-zones, trailers, and contractor parking.
- 22.08 Geotech info:
 - A. Recommendations for construction is to be provided by VLSE, possibly with input from Kent Healy, P.E. (island engineer), to be included in the site work specifications for foundations, slabs, soils, fill, etc. Pavement base prep should also be included.
 - B. A description of the minimum requirements for dewatering will be needed also, possibly supplied by VLSE and K. Healy.
 - C. VLSE will provide a Unit Price for clay excavation and off-island disposal to be provided for the G.C.'s bids. Unit price should be based on one cu. yd. of clay.

- 23.03 Propane tank for Fire Station not resolved. Use of existing T.H. tank to be revisited w/engineers.
- 23.04 Work in Town Hall for water, pump piping, IT/Security by Town discussed. Tim noted a lot of it is already in place. K+K suggested an accurate existing conditions plan be provided.
- 23.05 Reducing L.O.W. at EMS site and scope of sitework discussed – not resolved.
 - A. Distance from Station/T.H. to chargers questioned (500 ft. max?) – wire size (GA) increased as per distance.
 - B. Breakout of costs difficult w/many overlapping utilities, etc.

NEW BUSINESS

- 24.01 ConComm hearings and site visit:
 - A. More resistance from ConComm than expected.
 - B. Fire Station is too close to Wetlands.
 - C. Amanda and Antonia discussed moving building away from drainage ditch.
 - Code Consultant did not think it could be moved into the setback.
 - Bill was wondering if we could move it 5'-0" towards Town Hall.
 - D. Reid shared his plan and discussion about moving building.
 - E. Reid's opinion, based on meetings w/ConComm, is that they will stand their ground. They want concessions.
 - F. Bill and Amanda would like to make some changes:
 - Move IT, Elec and Emergency Elec (plan north)
 - Move overall Bldg. 2 – 2 ½ ft. closer to Town Hall.
 - G. Who goes to the Bldg. Commissioner with building permit questions regarding moving building?
 - Bill said he, Tim, and Amanda should make the call.
 - Tim and Lenny have been texting – Lenny asked if the two buildings are too close now, Reid said yes.
- 24.02 60% Submittal: Pause on Fire Station, Continue work on EMS HQ.
- 24.03 Goal was to reach 90% in 3 months for Cost Estimate. Prices of Materials are different than previous estimate. Maybe work on EMS to 90%.
- 24.04 Meeting w/ConComm August 17th.
- 24.05 ZBA scheduled for Aug. 25th. Maybe continued until ConComm approves, TBD.
- 24.06 Next Meeting: August 13, 2021 at 8:30 a.m. (via Zoom).

Submitted by:

John J. Keenan, R.A.
KEENAN + KENNY ARCHITECTS, LTD.

CC: Bill Rossi, Amanda Sawyer