

MEMO OF MEETING NO. 6

ARCHITECT SCHEMATICS

PROJECT: Chilmark Firehouse and EMS Headquarters
DATE: March 3, 2020
LOCATION: Chilmark Town Hall

ATTENDING: Bill Rossi, Bldg. Committee Chairman
Chuck Hodgkinson, Bldg. Committee Project Manager
Skipper Manter, Bldg. Committee
Jim Newman, Bldg. Committee
Chief Ben Retmier, EMS
Forest Filler, Fire Dept.
Clark Goff, Architect, Guest
Amanda Sawyer, OPM, CHA Companies
Antonia A. Kenny, K+K Architects
John J. Keenan, K+K Architects

NOT ATTENDING: Will Parry, Bldg. Committee
Tim Rich, Bldg. Committee
Chief Jeremy Bradshaw, Fire Dept

The following is a record of the above referenced meeting:

NEW BUSINESS

- 6.01 Meeting Minutes No. 5 of Feb. 25 were reviewed and approved to be posted on the Town's website.
- 6.02 Chuck H. reviewed the CHA Schematic Design Cost estimate – Option 1 Rev 2 dated 03/02/2020 which were based on K+K's diagrammatic plans dated 02/26/2020 and noted that the square footage of the Fire Station was around 4,495 SF and the EMS Combined building around 5130 SF for a total of 9,625 SF. The combined costs, with the addition of Owner costs such as asbestos removal, contingencies and escalation, are still over \$7 million, partially due to inclusion of some additional utility requirements such as the two 10,000 gallon fire protection tanks, underslab drainage, and two additional wells.

Costs by the Town will include \$30,000 for asbestos removal and \$170,000 for Town FF &E.

- 6.03 Antonia Kenny then reviewed the revised building plans dated 03/03/2020 for the Fire Station Design 4, located back adjacent to the Town Hall with only basic support spaces and Chief's Office, and Combined EMS + Fire Station Design 1 with shared Training, Kitchen, Toilets + Showers and Command/Radio, mirrored to allow the ambulances to exit directly toward Middle Road. The Gross SF for the Fire Station Design 4 (03.03.20) is 4470 SF and for the Combined EMS HQ Design 1 (03.03.20) is 5171 SF for a total of 9,641 SF. There was general agreement that there were no further substantive SF reductions that could be made.

The Fire Station 03/03/20 plan was reviewed with minimal changes: add a door from the Decon to the Toilet Room. (There was additional discussion following the meeting with Clark G. to reconfigure the utility rooms to locate the Air Fill with compressor further from the Office area and to make the storage with one door only for SF usage – K+K will revise).

The Combined EMS + Fire Station 02/20/20 plan was reviewed with minimal changes: Clark G. suggested moving the utility room door around the corner to avoid confusion as to the entrance and EMS Chief Retmier noted that the single man door out of the App Bay was sufficient. (K+K will also review the utility spaces at the App Bay and reconfigure as seems reasonable.)

6.04 K+K will make revisions to the plans and send to RLB (cost estimator) to begin their Schematic Design cost estimates to be reconciled with the CHA estimates. Chuck H. noted that the higher cost for the walkway (\$120,000) should be included in the estimate as work by the GC.

6.05 Antonia noted that she and Amanda S. met with Lenny Jason after the Committee Meeting on Feb. 25: Lenny noted the Fire Station would need a special permit from the ZBA under Article 83.B – Nonconforming Uses due to height and setback from the road. Regarding accessible parking spaces, he will require one on each lot: one is provided now at Town Hall and one will be provided at the EMS HQ. As the Public Parking lot is overflow parking and an accessible space is not required, the walkway between the lot and Town Hall lot does not need to be accessible.

Chuck H. noted that K+K and CHA should verify in writing with Lenny Jason that the walkway from the Public Parking (which will probably require steps due to the grade difference) is not required to be accessible. When Site Plans are developed, another meeting with Lenny should be scheduled with Reid Silva to review both sites and what permits will be required and how that would affect the schedule.

6.06 K+K, Amanda S., and Chuck H. have a meeting scheduled following the Committee Meeting with Reid Silva to better define the site work and costs required, including the proposed elevated walkway from the Public Parking, septic systems, wells for the buildings and fire protection, and holding tanks for the fire protection.

6.07 The next meeting is March 12 at 8:30 AM to review the Public Forum presentation. Chuck H. requested from K+K a PDF of each building Floor Plan only with shared spaces colored to designate shared use. Add “Record Storage” to Chief/Admin. Office. Provide building elevations facing the public roads - Fire Station facing Cross Road and EMS HQ facing Middle Road.

SUBMITTED BY:

Antonia A. Kenny, R.A.

KEENAN + KENNY ARCHITECTS, LTD.

cc: Chuck Hodgkinson, Bldg. Comm.
Reid Silva, VLSE

Amanda Sawyer, CHA
Joe Sullivan, CHA