

MEMO OF MEETING NO. 13

ARCHITECT DESIGN DEVELOPMENT

PROJECT: Chilmark Firehouse and EMS Headquarters
DATE: September 11, 2020
LOCATION: Zoom

ATTENDING: Bill Rossi, Bldg. Committee Chairman
Chuck Hodgkinson, Bldg. Committee Project Manager
Chief Ben Retmier, EMS
Chief Jeremy Bradshaw, Fire Dept
Skipper Manter, Bldg. Committee
Will Parry, Bldg. Committee
Tim Rich, Bldg. Committee
Jim Newman, Bldg. Committee
Amanda Sawyer, OPM, CHA Companies
Antonia Kenny, K+K Architects
John Keenan, K+K Architects
Jerry Thiboutot, K+K Architects

NOT ATTENDING:
Clark Goff, Architect, Guest
Joe Sullivan, OPM, CHA Companies

The following is a record of the above referenced meeting:

NEW BUSINESS

- 13.01 EMS Facility Site Plan: K+K reviewed revised the EMS Landscape Plan with the increased size of the EMS Facility, which now extends to the rear property setback line and pushes the EMS parking toward the Public Parking. The configuration of the Public Parking remains the same with 19 spaces, and the addition of a couple retaining walls to accommodate the grade changes. Chief Ben Retmier agreed to delete the 3 spaces in front of the Ambulance Bays to accommodate the ambulance parking/turning requirements, 5 spaces will remain for personnel. Due to the increased length of the EMS building, there are now 9 parking spaces (inc. 2 accessible spaces) in front of the EMS Facility.
- 13.02 EMS Facility: Landscaping and Signage – there was discussion as to the amount of trees/landscaping required on the front/Middle Road side of the building regarding visibility vs. screening. It was noted that screen plantings of the building had been emphasized to the public in the previous, so the trees will remain – also screening will be required on the 2 sides and rear. The increased plantings should be shown and included in the cost estimate. There was also discussion of a Sign for Public access at Middle Road, which has not yet been defined.
- 13.03 EMS Facility/Selectmen’s Meeting Presentation: Chuck noted there would be a presentation to the Selectmen of the buildings on Oct. 20 and that the Site Plans should be shaded to distinguish between paved and gravel parking. K+K are to present the plans, Chuck will prepare a history of the project.

- 13.04 EMS Facility: Chief Jeremy Bradshaw noted that the Fire Dept. will only share the following spaces: Meeting/Training Room, Lobby and Public Toilet. They have their own radio and do not need to share space with Radio/Command.
- 13.05 EMS Facility Plan: Chief Ben Retmier noted that the wall between 107 and 108 could be removed, the counter for Radio/Command can be in the Chief/Admin. Office. K+K to delete the wall and door. He also requested that room for Work Station in the Day Room along the rear (north) wall be provided for EMT use for work/online classes (windows may need to be revised). Also the double door between the Meeting Room to Day Room was revised to a single door. There was some discussion of making the dividing wall a movable partition, but cost is a factor so that would need to be considered. Chief Retmier also requested that the orientation of the room be changed so the front of the room is on the longer west wall and everything is wired for that.
- 13.06 EMS Facility Elevations: Amanda noted that the 4/4 windows were not typical Chilmark – there was discussion of 6/6 and 2/2 for the larger windows and 2/2 was agreed to be more appropriate. K+K requested adding back the two small Entry Roofs on the north and west elevations as they were in keeping with the current roof pitches and broke up the facades, the Committee agreed.
Exterior colors were discussed: typical white trim and windows and naturally weathered white cedar shingles vs. gray or green/gray trim. Apparatus Bay doors could also be gray - there was some consensus that earth tones/gray trim/doors was preferable. No red OH doors at the Apparatus Bays. Prefinished windows and doors in colors would need to be compatible and have 3 manufacturers for bidding. Also, the Fire Station is adjacent to the Town Hall, would a gray toned building also be acceptable in that adjacency to Town Hall and do the Fire Station and EMS Facility need to have the same color palette.
- 13.07 Fire Station Site Plan: Chuck requested K+K label the existing Firefighter parking at Menemsha Crossroads which will remain. The one-way parking scheme was reviewed and agreed that seems to work well and aligns with the wetland walkway to the Public Parking. The present configuration of the brick walk in the Town Hall parking area to the Town Hall entrance remains (although it will need to be removed and reinstalled after construction). The parking count is the same or may exceed by one space, pending review of grading. Reid Silva will need to review the adjacency of the parking and leach field.
- 13.06 Fire Station Floor Plan and Elevations: Chief Jeremy Bradshaw is okay with layout – the Committee noted that furniture and equipment for each building should be dealt with in a Sub-Committee. Chuck noted that K+K should have SF for existing and new buildings for Selectmen’s meeting, as well as heights of doors. Further discussion of lights over Fire Station OH doors is required as there is a private residence across the street.
- 13.07 Reid went to the Board of Health regarding both sites, can use current septic for the Fire Station. Geotech for both sites was given to the structural engineer. Reid to follow up on well capacity.
- 13.08 Will noted that future battery back-up will require solar panels, both buildings will need to provide panel space, conduit and roof structure for solar panels. Verify battery backup storage requirements for future.
- 13.09 Meeting notes for July 24th, August 7th and August 28th were approved.

13.07 Schedule as noted at previous meeting:

- Deadline for DD Drawings and Specs for DD Cost Estimate – Nov. 4
- Dec. 11 – reconvene with Committee, review cost estimate
- January – Committee meet to discuss Public Forums
- Mid-February – Public Forums – format and support materials/mailings to be discussed for April Town Meeting

10.09 The next Zoom meeting is on Friday September 25th at 9 AM, Chuck will provide the information and agenda.

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