

MEMO OF MEETING NO. 15
ARCHITECT DESIGN DEVELOPMENT

PROJECT: Chilmark Firehouse and EMS Headquarters
DATE: October 9, 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
Amanda Sawyer, OPM, CHA Companies
Clark Goff, Architect, Guest
John Keenan, K+K Architects
Jerry Thiboutot, K+K Architects
Antonia Kenny, K+K Architects

NOT ATTENDING:
Jim Newman, Bldg. Committee
Tim Rich, Bldg. Committee
Joe Sullivan, OPM, CHA Companies

The following is a record of the above referenced meeting:

NEW BUSINESS

- 15.01 Equipment review meetings for both EMS and Fire Station are scheduled for Wed. Oct. 14 at 8:00 AM, Amanda has sent out a meeting request. She will check with Rick Kelleher at WB Mason to see if the preliminary furniture plans are available.
- 15.02 Chuck noted that the siting of the Fire Station was the primary concern for the committee and K+K reviewed as follows:
- a. The Fire Station was rotated to align with and 1' from the edge of wetland on the north side. This rotation allowed the building to be moved toward the Town parking but will require the removal of the boulder adjacent to the culvert on Menemsa Cross Road.
 - b. The rotation also aligned the building with Cross Road, moving the Apparatus Bay door wall back from the estimated edge of pavement to approx. 36', increasing the apron in front of the App. Bay doors by 2-3' (to be verified on site).
 - c. K+K noted that the Code Consultant had emailed another Code paragraph that he had found that would exempt the Town Hall from requiring opening protection (fire shutters) on the windows. The bulkhead on the east side of Town Hall should be reviewed for Code compliance with the setback requirement from the Fire Station as well.
 - d. Moving the Fire Station toward the Town parking reduces the width of the exit lane in front of the Fire Station. K+K noted that they were concerned about the proximity of the porch columns to the exit lane and requested Committee input as to whether the exit lane was acceptable, or if parking spaces could be removed to allow for a wider lane, or if the

building should be moved back again 1' or 2'. The Committee agreed that parking spaces could not be reduced below the 17 spaces shown. Chief Bradshaw noted that, if necessary, the building could move back slightly. K+K said they would consult with the Landscape Architect now that they had direction from the Committee to keep the parking spaces and to see if the drives could be revised slightly to provide clearance or provide some protection (curbs or landscaping) at the columns.

15.03 Exterior equipment was discussed:

- a. A generator in a sound attenuation enclosure and a couple condensing units to the right of the Fire Station will be screened with a 6' high cedar fence and plantings (no paint for maintenance). The generator enclosure is shown as white, other options may be available. The transformer at the Fire Station will be on the pole.
- b. At the EMS Facility the generator and transformer will be located between the public parking and EMS parking lot on the back side of the property. Condensing units at the EMS Facility will be outside the Training Room at the area without windows. Equipment at the EMS Facility will be screened with landscaping. Coordinate the location of the Fire Protection holding tank, septic and tight tanks with the locations shown on the MEP plans. K+K to discuss with Reid to show both buildings on one plan, perhaps relocate septic tanks to the east side of the EMS Apparatus Bay.

15.04 EMS review: K+K to provided an updated "Shared Spaces" plan showing the spaces to be shared as the Lobby, H.C. Toilet and Meeting Room. Bill Rossi requested Chuck figure the percentages required for funding for each of the three towns included. Skipper joined the meeting and noted that West Tisbury had just voted to provide their one third of the cost and that there was not a specific amount attached to the approval.

15.05 Meeting Minutes 13 and 14 were voted to be accepted.

15.06 Schedule:

- Deadline for 100% DD Drawings and Specs for DD Cost Estimate – Nov. 4
Amanda noted the Cost Estimates would take about one month to produce.
- Reid Silva will do a preliminary review with the Conservation Comm. now that the location of the Fire Station has been established.
- Bill Rossi wants everything to be complete before presenting to the Selectmen or at any Public Forums. He would like to have as complete an estimate as possible to include all costs, as well as some realistic renderings if possible as that was very helpful for a previous project.

15.07 The next Zoom meeting is on Friday October 23th at 9 AM, Chuck will provide the information and agenda. K+K to provide update on 100%DD submission and examples of a couple renderings.

SUBMITTED BY:

Antonia Kenny

KEENAN + KENNY ARCHITECTS, LTD.

cc: Chuck Hodgkinson, Bldg. Comm., Amanda Sawyer, CHA, Joe Sullivan, CHA