

**MINUTES OF THE FIRE STATION BUILDING COMMITTEE**  
**COMMITTEE MEMBERS PARTICIPATED REMOTELY VIA ZOOM VIDEO**  
**CONFERENCE**  
**CITY STAFF PARTICIPATED FROM THE CITY COUNCIL CHAMBERS**  
**July 29, 2020 @ 3:00 PM**

Committee Members present electronically via Zoom:

Councilor David A. Witham (Joined at 3:29 p.m.)  
Councilor Kenneth Vincent  
Councilor Martin Pepin, Chairman  
Paul Robidas, Citizen Representative

Administration/Staff present:

Bob Belmore, City Manager  
Brianna Belléy, Code/Assessing Clerk  
George Kramlinger, Fire Chief  
Scott Smith, Director of Finance & Administration

Other:

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Chairman Pepin shared the state of emergency declaration:

Due to the State of Emergency declared by the Governor and in accordance with the Governor's Emergency Order # 12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically. This meeting will be held via Zoom online platform. The public is asked to submit comments via email to [jslaven@somersworth.com](mailto:jslaven@somersworth.com) or [bbelmore@somersworth.com](mailto:bbelmore@somersworth.com). Comments must be received by Wednesday, July 29, 2020 at 12 noon.

Manager Belmore shared that he reached out to Port One in regards to a possible contract. He stated that their contract would be priced at \$466,400, which was included in the \$7.7 million dollar bond, which was approved by the City Council. Manager Belmore also noted that the architect has gone above and beyond their contract and responsibilities, which included designing the station with Chief Hoyle, and redesigning it with Chief Kramlinger. He stated that the Chief has gotten all 16 firefighters involved in the design. Councilor Vincent's and Councilor Dumont's concerns were heard about layout and keeping historically significant parts of the fire station. Overall, staff has been pleased with his product and the architect's energy in regards to the project. He shared that the next decision has to be made if they want a construction manager or not. He let the commission know that the finance committee is going to talk about the architect's proposal tomorrow morning.

Chairman Pepin shared that if the staff and the chief are comfortable, then he has no problems moving forward.

Paul Robidas stated he will be learning throughout this process. He wondered if the architect should go out to bid in case someone can potentially come in cheaper. He also questioned if this committee can trim off expenses, without taking away from the firefighters' necessities. Robidas wondered what the committee's responsibilities would be throughout this process.

Manager Belmore shared a few points, including that the committee would be interviewing multiple construction management companies, similar to the school's process, to determine who would be the best construction manager. He stated the committee also has the opportunity to share change orders with the council in regards to the designs. Manager Belmore let the committee know that in the city's monthly newsletter, there are pictures of the trainings that are happening in and around the fire station as they discussed the possible training tower.

Councilor Vincent shared his thoughts on the need for a construction manager. He agrees with Paul Robidas that you need to give the firefighters what they need to do their job. He stated that everyone wants to save money, while keeping them safe and allowing them to do their daily duties. Councilor Vincent shared ideas that he believes would have benefited him as a firefighter, such as a door that allows them to see outside conditions. There was a brief discussion regarding the hose tower.

Chairman Pepin expressed that besides the look of the building, he wants a fire station that is going to last. He believes the priority should be public and firefighters' safety.

Chairman Pepin asked if Chief Kramlinger had any input on the hose tower and the training tower.

Chief Kramlinger first agreed that the architect has been very enjoyable to work with. Chief Kramlinger then shared recommendations and instruction for drying hoses and the effectiveness of the hose tower itself which is in the present design. It was mentioned that the training tower would be a bid alternative.

Councilor Witham joined the meeting at 3:29 p.m.

Councilor Witham shared his approval of Port One as the architect. He shared his appreciation for their attention to detail and their past work at Londonderry, NH's fire station, which had the same challenge regarding building in phases at the present station site.

Chairman Pepin, seconded by Councilor Witham, motioned to sponsor a Resolution to hire Port One on the next council meeting agenda. Motion passed by roll call vote 4-0.

Chairman Pepin believes the City should go with a construction management firm. Councilor Vincent stated the project would need a construction management company. The Committee's consensus was to allow the Manager to issue an RFP (Request for Proposal) for Construction Management for the project.

Councilor Witham agreed that a construction management firm would be beneficial, and that city staff could pick the top firms responding for the Committee to review. Councilor Witham also suggested to look into federal grants to offset some costs of this project.

Manager Belmore stated that Chief Kramlinger had already started this process, as well as the EOC grant, and he will prepare a summary of what he found when it is complete. Manager Belmore then shared the timeline of finding a construction manager, and what timeline to expect.

The Committee agreed on Wednesday, September 16<sup>th</sup>, for the next meeting at 3 p.m.

#### ADJOURNMENT

***Motion to adjourn made by Councilor Vincent , seconded by Councilor Witham, motion passed by roll call vote 4-0. Meeting adjourned at 5:00 pm.***

Respectfully submitted,

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Brianna Belley, Code/Assessing Clerk