

**Fire House Building Committee
Special Meeting**

Minutes: Thursday October 30, 2024



Meeting was held at the Norfolk Hub (Early Voting at Town Hall)

The meeting was called to order at 6:05 PM

Those in attendance: Sandy Evans, Matt Ludwig, Jeff Torrant, Lou Barbagallo, Mark Morgan, & Matt Riiska,

Others in attendance: Paul Padua, Ken Ludwig, James Nall representing Silver-Petrucelli

Review of Project

Items that need to be included:

Office furniture. Are these being Included? – NVFD will look into pricing and possibly have a fund raiser for specific interior furnishings and equipment.

List Generated by ML:

- #104 Conference room desk & chairs. Are these being included?
- #121 Add 3 interior garden hose connections: 1 by turnout gear/storage, 1 next to hose dry tower, and 1 by Mezz Stairs
- #111 Data Closet needs conduits to the roof peak for antennas and siren controller.
 - A networked phone system to #122 dispatch, #103 office, #104 conference, #102 training room, #105 kitchen
- #105 kitchen range, dishwasher, ice machine, kitchen island, counters, sinks. How to procure these?
- #105 Ice machine needs a drain or be able to pump to a drain
- #105 Ensure a 3 bay wash, rinse, sanitize sink. 1 PDF shows a 2 bay sink
- #106 Pantry shelving included?
- #122 Dispatch counters and chairs included?
- #115 Confirm gear washer and gear drier previously specified are included
 - Color of floors in each section?
 - Flooring texture in bathrooms, kitchen, meeting room. would like a welcoming feeling, not industrialized
 - Mount fire siren and antennas higher to the southerly peak of bays, not the meeting room roofline.
 - No flushless toilets/urinals
 - Which cloud-based door lock system is being looked at?
 - Wireless bay doors in bays and rear shed. Wired Controls at each door. Red/Green open-close led strips in bays only
 - Building Temperature sensors/freeze warning wired to alarm panel
 - Motion sensor light switches throughout all rooms
 - Wi-Fi network

Some of the other items brought up were that with the help of the firemen I will need to collect info on:

- List of equipment needed in the facility, its size and where it will be located.
- SCBA equipment size and location. Unsure at this time if we will buy new or not. I believe we settle on the location of the compressor to be on the mezzanine at the top of the stair well.
- Watch Room equipment
- Phone System
- Handwash and decontamination wash – I think we settled on a location
- Handwash station in kitchen
- Calculation of increased utility costs for the new building

Funding Update

- MR & PP to generate a letter thanking donors and letting them know their donation is tax deductible. The letter will include how important their contribution is in supporting the NVFD and their commitment to the safety to the Town of Norfolk.
- A question was asked, if the Town could receive donations in the form of stock. The Town would prefer to not deal with stocks.
- MR met with the Town's bond counsel and financial advisor. They suggested that, when the construction phase starts the Town would procure a "bond anticipation note" for processing expenses. Once complete the Town would bond the balance owed.

Next Steps

The committee voted to create a "construction sub-committee". The sub-committee will be the be the contact point for Silver-Petrucelli and Newfield Construction

The sub-committee will be Ron Zanobi, Matt Ludwig & Jeff Tarrant – Unanimous approval by the committee.

Next meeting Thursday, November 21, 2024, 6:00 PM Town Hall

With no further business meeting was adjourned at 7:15 PM.

Respectfully Submitted:

Matt Riiska

Acting Secretary