

Board of Fire Commissioners

Greenfield Fire District
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Special Meeting – July 31, 2023

The special meeting to discuss Co #2 expansion project began at 7:03 p.m.

Present were: Commissioners Chandler, Hays, Ellsworth, Ramsey, Russo, DA/Treas. Petkus, D/P Olson. Please see sign in sheet for others in attendance.

Commissioner Chandler reported that the new estimate for Co #2 expansion is between 1.16 and 1.3 million. As of the last bank statement, the Building Reserve Fund currently has \$1,128,992.00. Commissioner Chandler noted they are very close to what is needed and he is comfortable going out to bid, although he feels the earliest this could happen is Spring 2024. In order to get real hard numbers it would have to be put out in the fall, and then based on that make a decision on whether or not to move forward with the project or pass on it until 2025. Co #2 President McGowan asked if it included a higher capacity heat pump. It was noted it was in as an option, it is not on an interior wall.

The following was also noted, in conjunction with reviewing the plans throughout the meeting:

- Installation of 3 new heating units, which will be switched to propane (2 upstairs and 1 downstairs), and 1 cooling unit. Not sure where the split is going; Commissioner Ramsey believes it will be going in the gear room. After looking at the plans it was found to be going into the gear room, outside wall.
- This will most likely be a prevailing wage project with multiple primes.
- Clarification that an ERV is similar to a heat exchanger, so heat is not lost out of the building; two sets of 2 each to be installed as noted in the plans.
- The current roof is being removed and the new roof will be insulated roof panels, but it will not be standing seam; truck bays will be air conditioned.
- There will be two stairwells; one will be on top of the gear room and clarification will need to be made as to why and there are two sets of stairs.
- Existing 250-gallon propane tank to supply kitchen equipment; need to clarify why there is a new 250-gallon propane tank; more than likely a new propane tank would be the responsibility of the fire district.
- Question regarding construction contingency, general conditions and allowances; Commissioner Chandler noted that he believes it is for LaBella's services/oversight. LaBella will oversee the bidding process, and probably periodic inspections.
- Question regarding the light gauge floor system; it is believed to be the mezzanine steel framing.
- Project is paid in phases after review and approval from LaBella.
- Vinyl tile flooring to go in gear room.

- In 2023, \$270,000.00 was budgeted in the building reserve fund; 2022 was \$210,000. and 2021 was \$190,000.00.
- Question regarding estimate of \$6,300 for fill, where is that going? To be confirmed.
- Question regarding water run off; discussion regarding possible changes to the pitch of the parking lot and by the pole barn.
- Plan reflects power going to the existing electrical pole; underground electric under discussion with National Grid.
- Commissioner Ellsworth questioned the need for the expansion, and with the expansion he is concerned the apron may not be long enough. Commissioner Chandler explained that there should be enough room to park a truck in front of the door and still not be in the road. Brief discussion continued. A/C Chandler noted it is also to add a gear room, trucks are getting bigger, and to move the trucks over in the bays and move everything in the pole barn into the firehouse. The idea was to make the pole barn the district maintenance building.
- Plans note that washers will be supplied by the district; it was clarified that they will be using the existing washers, and hopefully get an extractor; the mechanical plans were designed with a 3" drain.
- Lengthy discussion regarding moving the entrance door in the front to the side to gain a little more space. Overhead doors are going to be 14' high instead of 12' high. Suggestion made to move the man door to the middle of the building between the two 14' doors. Will check with LaBella.
- The mezzanine will be used for a standby/ready room.
- Question if paving is part of the quote; it was noted there is a new concrete slab, low voltage lighting and options for epoxy flooring in apparatus bays and meeting room.
- Plymovent retrofit and one additional hose vent will be the responsibility of the district after construction is completed; will need to be added to the cost of the expansion.
- Commissioner Ellsworth also suggested adding lighting in the floor of the bays.
- Commissioner Ramsey agreed that the bid should be put out this year to see what the costs are going to be.
- Commissioner Hays confirmed the following needs to be explained:
 - Where and why there are two sets of stairs;
 - What is the fill for;
 - Why and where is the 250-gallon propane tank going;
 - Suggestion made to move the 36" man door to the middle of the building between the two 14' H x 12' W doors, with a 10' W x 12' H door on the left side of the building and a 12' H x 12' W door on the right side of the building;
 - Need to confirm if paving is also part of the bid.
- Confirmed the auto door lifts are in the electrical plan.
- President McGowan explained National Grid quote for pole move is complete, but the project manager had a question for the engineer and is still waiting to hear from them.
- Commissioner Chandler will take on the responsibility of the Clerk of the Works.
- Discussion regarding Co #1 roof repairs.
- Discussion regarding other major district expenses, including better roof insulation and new windows at Co #3, and new bay floor for Co #4. Douglas to reach out to Bill Reid in reference to Co #3 windows.
- Discussion regarding the current overhang on the north side of Co #2; it was noted that the new portion of the building will widen out at the front. Commissioner Ellsworth

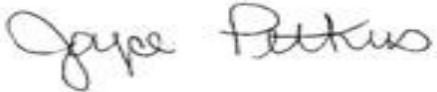
questioned the overhang for the other sections of the building. Commissioner Chandler to ask LaBella about the overhangs.

- Brief discussion regarding who originally installed the current building at Co #2; Commissioner Chandler noted it was Munter, and he had John Munter, Jr. come to look at the plans to make sure the building is expandable; confirmed it was designed to be expandable.
- Commissioner Ramsey confirmed that the plan going forward is to put it out for bid in order to be able to decide how to move forward. Brief discussion.

Motion was made by Commissioner Ellsworth with a second from Commissioner Ramsey to dispense with the reading of the minutes. All in favor, meeting adjourned.

Motion was made by Commissioner Chandler with a second from Commissioner Hays to adjourn the meeting at 8:35 p.m. All in favor, meeting adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Joyce Petkus".

Joyce Petkus
District Administrator/Treasurer