



CITY OF DOVER

NORTH END FIRE STATION BUILDING COMMITTEE MINUTES

Meeting Type: Regular Meeting
Meeting Location: Central Fire Station, 9-11 Broadway, Dover, NH 03820
Meeting Date: **Monday, April 9, 2007**
Meeting Time: **5:30 p.m.**

MEMBERS PRESENT: Chairman Sam Allen; Lt. Dave Lindh; FF David Hanna; Dick Hughes, retired Fire Deputy Chief; Karen Weston; Harvey Turner, City Council.

MEMBERS ABSENT: Matt Mayberry.

STAFF PRESENT: Chief Perry Plummer, Assistant Chief Richard Driscoll, Deputy Chief Eric Hagman, Office Manager Cathy McGuire.

OTHERS: Rick Hebbard, Mary Hebbard.

The Meeting was called to order by Chairman Sam Allen at 5:30 p.m.

1. INTRODUCTION/ORGANIZATIONAL OVERVIEW—CHAIRMAN SAM ALLEN

Chairman Sam Allen thanks all for their service and input. Sam discussed his philosophy and how the meetings would be conducted. Chairman Allen outlined his views on the direction of the project and the commitment of committee members as the project progresses.

Chairman Allen instructed the committee members they may be asked for public comment. His advice was announcements should have a consistent voice, so please direct them to the leadership members of the committee, or fire department when appropriate.

Rick Hebbard asked a question about the purpose of the committee and he was provided an answer by Chief Plummer.

2. STATION OVERVIEW—CHIEF PERRY PLUMMER

Chief Plummer presented an overview of the process. Binders were passed out with information for committee members. The draft timeline was presented; Perry noted some of the items that have been completed. April 25th, the architect's bid will be going before the Council. Low bidder was chosen.

Additional upcoming events are:

- First of May should start the needs analysis process.
- Final design should be by August 1st, for Council review.
- Contractor should be chosen by October.
- Break ground in November, open in August 2008.

Additional comments by Chief Plummer were:



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- There are no costs in the upcoming budget for running the new station, as it will not be open until the following budget year.
- The new station will be headquarters for reasons that include ADA requirements. 14000-15000 square feet of building will be needed. Administration and Prevention will need about 5000 square feet, apparatus will need about 5000 square feet, and the remaining 5000 square feet will be for living and training space.
- Sewer line is about 1000 feet from the site. Due to wetland issues and costs, city sewer is a better choice. Preliminary, unofficial approval has been given for wetlands issues.

Rick Hebbard asked a question about Liberty Mutual and the answer was provided by Chief Plummer.

Mary Hebbard asked a question about future expansion and she was provided an answer by Chief Plummer.

A binder was distributed and included a conceptual plan, the agreement with Liberty Mutual, architectural rendering, draft resolutions for the council, architect's qualifications, two generic fire station booklets and other documents. The documents were explained and discussed. A general description of these documents was provided by the Chief. A general discussion ensued.

Dave Hanna advised that the low parts of the building will be able to be above the 18 feet restriction due to the topography. Richard Driscoll advised we floated a balloon to visualize the 18 feet and the height restriction is from the road.

Dave Hanna pointed out that one of the bidders did not include any engineering, not just civil engineering. Perry will have that corrected.

Karen Weston asked a question about environmental matters and Chief Plummer provided the answer.

Chairman Allen announced:

- Next meeting has not been scheduled.
- Please email or call Sam with your schedule preferences for before April 25th council meeting.
- A site walk will be planned as soon as the snow recedes.
- A neighborhood meeting may also be planned, even though there are very few neighbors really close to the site.



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Upon motion by _____ and seconded by _____ the meeting was adjourned at _____ by a unanimous vote.

Meeting adjourned at 6:48 p.m.