



CITY OF DOVER

NORTH END FIRE STATION BUILDING COMMITTEE MINUTES

Meeting Type: Regular Meeting
Meeting Location: North End Fire Station Site
Meeting Date: **Thursday, July 31, 2008**
Meeting Time: **5:30 pm**

MEMBERS PRESENT: Chairman, Sam Allen; Retired Deputy Fire Chief Dick Hughes; Lt. Dave Lindh; Harvey Turner; Matt Mayberry; City Councilperson, Karen Weston

MEMBERS ABSENT: FF Dave Hanna

STAFF PRESENT: Chief Perry Plummer; Asst. Chief Richard Driscoll; Office Manager, Cathy McGuire

OTHERS: Chip Krause, Architect; Mike Bliss, Clerk of the Works; Alan Krans, City Attorney

The meeting was called to order by Chairman Sam Allen. He explained to the committee that all public meetings are now being recorded to be available for the public to listen to.

1. Building Walk-through

Prior to the meeting the committee toured the building to inspect the progress. Sam Allen commended the fire staff and the contractors for their diligence on seeing that the work is progressing as it should. The project is still within the budget and within the planned timeline.

2. Approval of Minutes

Motion by Matt Mayberry: To approve the minutes of May 22, 2008

Discussion brought up by Harvey Turner: Harvey Turner questioned the decision on the title "Liberty Station" for the name of the North End Station. Karen Weston also stated that she had not known about this. Chief Plummer explained that before the building committee was formed, Liberty Mutual was offered the right to name the station. Liberty Mutual recently decided to exercise that right. Matt Mayberry detailed a verbal time line on the past discussions of naming the building. Chief Plummer explained it was addressed at the very first meeting in the packets he passed out to the committee. Sam Allen said the committee needed clarification from the council on the naming rights and protocol on making this decision. Chief Plummer will get the supporting documentation together for the committee to review.

Seconded by: Dave Lindh

Passed by unanimous vote.



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3. Progress Report

Chief Plummer detailed the building's progress during the walk-through of the construction. The site will be cleaned up and the construction trailer will be moved within the next couple of weeks.

4. Possible Credits and Additions

Chief Plummer will bring an update to the next meeting as they are still ongoing.

5. Budget Report

City Attorney Alan Krans is in attendance for a legal opinion for the building committee.

Motion by Matt Mayberry: To go into executive session for discussion with the city attorney.

Seconded by: Dave Lindh

Passed by unanimous vote.

Committee re-entered public session at 7:12 p.m.

Discussion took place on the vehicle exhaust ventilation system proposals. A vendor has offered to donate a used system to the fire department. Discussion took place on the used donated system vs. purchasing a new system from the lowest bidder.

Motion by Dick Hughes: To accept the bid for the vehicle exhaust ventilation system by Air Vac System.

Seconded by: Karen Weston

Passed by unanimous vote.

Chief Plummer handed out an expenditure report and went over it with the committee. He also explained what was left in the contingency fund.

Karen Weston asked if there was adequate ventilation in the IT closet. Chief Plummer and Chip Krause explained how the ventilation for that room will work. Chief Plummer will double check with Annie Dove that it is adequate.

Motion by Matt Mayberry: To accept the budget report.

Seconded by: Dick Hughes

Passed by unanimous vote.



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Sam Allen encourages the committee to attend the construction meetings on Thursday mornings to see the process of the additions and deletions with the contractors.

Karen Weston asked what the next steps are for construction. Asst. Chief Driscoll said the sheet rocking is in process in the dorm area, contractors will continue to rough-in the electrical and the sewer line is still in progress.

Chief Plummer wanted it to go on record that he was not in favor of hiring a clerk of the works, but is now very happy with the decision to have one. He was very complimentary of Mike Bliss's work. Also, wanted to state that Asst. Chief Driscoll has been instrumental in keeping things moving forward and running smooth.

6. **Old Business** – None.

7. **New Business**

Karen Weston asked when she and Dave Hanna can start shopping for colors. Chip Krause will provide color palettes for them to choose from. Discussion followed on color choices for carpet & flooring. Chip Krause will be available to meet with Dave & Karen to help with any advice on making decisions on color schemes. Chief Plummer asked for the timing on when these need to be chosen. It should be within the next 2 weeks so there will be time to order everything.

8. **Adjourn**

Motion by Matt Mayberry: To adjourn the meeting

Seconded by: Dick Hughes

Passed by unanimous vote.

Recording Secretary: Lynn Conway