

EOC Building Committee

Meeting on Wednesday, September 3, 2014

In attendance: Jim Lally, George Keithan, David Gross, Al Chapman, Don McDougal, Fred Dudek, Kate Novick

Absent: None

Chairman David Gross called the meeting to order at 6:35 p.m.

Jim Lally motioned to approve the August 20, 2014 EOC Building Committee minutes. Don McDougal seconded it and the committee approved it.

Dave Gross reported that Harkins Engineering came to the last Planning & Zoning meeting to discuss the proposed design for this project. Dave also reported that Harkins Engineering agreed to dig test holes for the EOC Building septic system within the next 2 weeks. The next Planning & Zoning meeting will be held on October 7, 2014 and the committee discussed the need to get a permit from the Planning & Zoning committee at their next meeting to keep this project moving forward according to schedule. The committee discussed the goal of breaking ground by October 13, 2014.

The committee then reviewed the preliminary design drawings from Munger Construction's subcontractor, Design Two. George Keithan marked the preliminary drawings as the committee discussed design edits. George agreed to provide the subcontractor with a set of edited drawings this week. A summary of the edits discussed is provided below:

Al Chapman expressed that there were too many windows and not enough wall space for the functionality of the EOC, plus this will also reduce costs. The committee agreed and selected 4 windows to remove. Al Chapman inquired whether the State Trooper needed a separate entrance for security reasons. The committee agreed that a representative from the committee should discuss this with the State Trooper.

George Keithan expressed that the kitchen seemed too large and had too many amenities for its purpose. The committee agreed to make the bathroom and kitchen area narrower and, at the same time, make the conference room larger.

The committee agreed to control the occupancy rating for the future barn renovation to avoid state permitting requirements for wastewater discharge and more parking spaces than the site can tolerate. The committee agreed to request a 100-person occupancy design criteria from the contractor.

The committee agreed that the vestibule (i.e., entrance/exit point) designed for the EOC Building is too small to be used as entrance/exit for the future barn meeting space. The site conditions and size of the EOC building do not allow for a larger vestibule and therefore the committee agreed that the EOC Building vestibule should be limited use for EOC Building functions only. The future barn space will need its own entrance/exit to meet its own future use.

George Keithan proposed to move the mechanical room in the basement to a location where many of the utilities enter the building and the committee agreed. He also

proposed that the future emergency generator be located on the north side of the EOC building.

Dave Gross moved the discussion to barn stabilization. The committee has already received one proposal from a contractor to stabilize the barn. Dave indicated that Munger Construction's structural engineer will look at the barn to provide input. The committee agreed that we should have a third contractor provide their recommendations and cost estimate too.

George Keithan and Dave Gross attended the town meeting on August 18, 2014 and reported that the town voted to approve receipt of the STEAP grant for the EOC.

Dave Gross then moved the discussion to sampling water from Test Well 1 to determine its quality as a potential potable water source. Kate Novick agreed to contact Woodard & Curran, an environmental consulting firm, to request a proposal to sample water from the well.

Dave Gross then moved the discussion to the proposed emergency generator. George Keithan indicated that he will meet with Munger Construction's electrical engineer on site next week.

The next scheduled meeting is for Wednesday, September 17, 2014 at 6:30 p.m. at the Killingworth Town Hall. The committee decided not to add a special meeting on September 10, 2014 but to add one on September 22, 2014 to meet with the contractor's lead design team to discuss the design at the 90% completion mark.

The meeting adjourned at 8:46 p.m.

Respectfully submitted,

Kate Novick
Secretary