

**SWEDEN Fire Department Building Committee Meeting
March 6, 2007**

1. Get agenda out prior to meeting
2. Wayne mentioned a 2004 needs assessment
 - a. Maine Fire Training and Education
3. Rob introduced Project Assessment Outline
4. Julie asked whether or not the town's Selectman have given us a mission
 - a. Agreed that we need to develop a mission statement – issue
 - b. Introduce three options – assumptions
 - i. Recommendation, Optimal
 - c. Town owns land for Fire House
5. Identify Stakeholders
 - a. Taxpayers
 - i. In town
 - ii. Out of town
 - iii. Cumberland/Oxford Chiefs Association
 1. 13 towns (Sebago, Waterford, Stoneham, Lovell, Sweden, Fryeburg, Brownfield, Denmark, Bridgton, Harrison, Naples, Casco, Otisfield)
 2. HazMat Op
 - iv. Sweden Volunteer Fire Dept – recruitment
 - v. Maine Forest Service
 - vi. Lakes Environmental Associations (LEA)
 - vii. Bureau of Labor Standards / Maine Fire Training and Education
 - viii. Cumberland Oxford Dive Team
 1. Swift Water Rescue
 2. Ice/Water Rescue
 3. Supplying Air
 - ix. United Ambulance
6. Scope:
 - a. Aesthetics – how it looks and fits in
 - b. Budget Considerations – money
 - c. Presentation of findings
 - i. Julie and Wayne to review past data (the box)
 - d. 60' x 80' building – assumption, Wayne
 - e. Local Building Permit
 - i. State
 1. ADA – Barrier
 - ii. Local
 - f. Prior designs? – Stephanie Roslek?
 - g. Public Building – limited access
 - h. House Equipment
 - i. Three Vehicles
 1. 1986 GMC 1000/1000 Tank, Pumper/Tanker Combo
 2. 1977 Chevy Utility Van, Ancillary Equipment (phones, tanks, electronic...)
 3. 1967 Jeep Forestry

- ii. Possibly Five
 - 1. Short 2500 gallons of water based on ISO guidelines
 - i. Reduction in Fire Insurance Rating
 - i. Currently rated at 9
- 7. Parking Lot
 - a. Revenue Opportunity – rent out Town Meeting House at above \$50 rate
 - i. Fund Raising Activity
 - ii. Outside Entities
 - iii. Fire House Fund?
 - b. Brian Hogan, Benefactor
 - i. Donate two fire trucks
 - 1. 1250 gallon Tanker
 - 2. 1000 gallon Tanker/Pumper
 - ii. Approx. value of donation, \$100k
 - c. Plans to become a Municipal F.D.
- 8. Project Charter
 - a. Mission Statement – by March 17th.
 - b. Vision Statement
 - i. Goals
 - ii. Objectives
 - c. Timeline
 - i. October/November 2007
 - d. Milestones
 - i. Committee Member tour of existing station
 - ii. Site visits to other identified stations
 - iii. Review of past information
 - iv. Town Meeting on March 17th – Committee Intro
 - v. Workshops / Forums – Public
 - 1. Building - July
 - 2. Fund Raising – July
 - a. Fund Raising Committee
 - vi. Develop three options
 - vii. Develop Recommendation
 - viii. Propose next steps
- 9. Rob to send out Goals and Objectives Outline
- 10. Meeting times
 - a. 2nd and 4th Tuesday of each month at 9am
 - b. Wayne to drop off notices to Bridgton News