

SWEDEN Fire Department Building Committee Meeting March 27, 2007

MINUTES of Sweden Fire Station Building Committee (SFSBC) regular meeting Tuesday March 27, 2007 at the Sweden Town Office

Chairperson Wolfgang Duve called the meeting to order at 9:00 am

PRESENT: SFSBC Chairperson: Wolfgang Duve.

Members: John Smith, Julie McQueen, Bill Morriseau

Public: Patrick Wood

ABSENT: Members Wayne Miller, Rob Slattery

The Committee discussed goals, and randomly listed the activities required to reach those goals in order to formulate a plan and a timeline for completion. The items are not necessarily in the order in which they were presented but are loosely organized by category.

Goal: To make a formal recommendation to the Town of Sweden for building a new fire station.

- In the past, the former committee made a promise to offer the Town 3 options. We will do our
- best to offer three options but it may not be feasible. It may be most cost effective to offer one recommendation and finetune it after getting input from the Town and others.
- In order to get to the recommendation phase the following are some of the things that need to be considered:

The Building:

- Contact operators of existing fire stations.
- Look at other fire stations that may be similar to what we are considering.
- We will look at Denmark, Bridgton (has 4) Stoneham, Fryeburg, Sebago and Cornish Stations (they just built a new one). Maybe Conway Village or Center Conway as well.
- Bill will contact people to set up some station visits for April 10th. He will not be here but Wayne should be able to accompany us.
- We will need tour guides at the stations to answer questions.
- Need a list of questions to ask at the stations. "Lessons learned" What were their most successful ideas and what were their mistakes?
- Per Bill there is a website on "lessons learned". He will get that to us.
- Consider sighting the Fire Station on the land that the Town now owns.
- Want a single floor station – no upper levels due to ADA requirements.
- Need to look at all utilities: water, heat (considering radiant). Canton just installed a radiant heat system that we may look at. Also need to consider things such as septic, electrical and a back-up generator.
- Get septic and well designs.
- Septic sighting will likely require an engineer.
- Need to get septic plans for the Town Office. Is there any possibility that we can tie into the existing system to reduce costs?

- Need to look at water requirements for things like plumbing, appliances, ADA bath, a laundry area, a breathing apparatus cleaning station and decontamination showers .
- Bill does not think that we need 3 phase power.
- Where will power come from in relation to the building and what will be the requirements? Will we incur a cost to install additional poles?
- Consider ventilation.
- Need an exhaust evacuation system.
- Will have automatic garage door openers.
- Be sure we have storage areas. We should compile a list of items that need to be stored to be sure that we are covered.
- Need to make a list of equipment that we own.
- For example, we have a 6000 psi compressor – what do we need to run it?
- Need a list of equipment we will have to buy to furnish and support the new station.
- Need a list equipment that we anticipate will be donated and what will be required for storage and support of that equipment.
- We will need some way to dry hoses. Putting them on the floor is a tripping hazard.
- Hoses are 50-100 ft. long.
- Forestry packs are 300 ft. canvas single jacket.
- Landscaping – look at attractive low maintenance options.
- Probably do not want a basement. Too costly to build a basement ceiling that can support the weight of fire trucks, etc.
- Probably need an engineer for the concrete slab design. This will likely be part of the cost of designing the building.
- We do not think that we need to build a “rescue station”. Things to consider: for example: kitchen, office, meeting rooms, etc.
- We should look at Sweden facilities as a “compound”. We likely do not want to duplicate things that we already have. For example, the meeting house is currently used for meetings and training. The training can be hard on the floors but it may be a better investment to purchase mats to protect the floors than to build, maintain, heat and insure additional space. How often is training currently done at the meeting house?
- Also there is a kitchen at the meeting house and it is a good place to hold suppers, etc..
- Asphalt Driveway.
- Decide on design.
- Draw up plans.
- Contact potential contractors
- Get Pricing

Whose requirements do we need to satisfy?

- Will need a State Permit for the curb cutout.
- We will need a DOT permit. Will we have to widen 93 at all to use it for Fire trucks?
- State Fire Marshall certification – we would like to obtain a list of those requirements to incorporate into our plan.
- Bureau of Labor Standards – (this is the same as OSHA since Maine is not an OSHA state). This will be required because people will be working in a municipal building. They inspect the electrical, etc.

- If the Siren goes off on the building we will have to have a permit for the lights to go on at the street. Per Bill the building does not have to have a siren. Would it be practical in Sweden with most members so far from the building?
- CEO

Finance:

- Consider where funding may come from:
 - Loans
 - Fundraising (events, private donations)
 - Grants.
- We must contact Scott Thomas who has offered to assist in any grant writing. Wayne Miller and Jeff Stoll have spoken with him about this. We may ask him to attend a meeting and let us know what our options are and what he needs from us to pursue any grants that might be available.
- Legality of what we are trying to do. Is the Fire Dept. a 501 (C)?
- Question: is the SVFD a non-profit association in good standing? A fee is to be paid to the Secretary of State every year to maintain this status. This may be important when it comes to applying for funding and grants.
- Is the intention that the Fire Dept become a municipal entity at some point?
- We would like to promote the Fire Dept. in a positive way. It would help to have the finances of the SVFD more transparent so people can understand how it all works and the difference between what is funded by the Town, what they fund themselves and how that will change (if at all) if the Fire Dept. becomes a municipal entity.
- Would need a formal accounting from the Fire Dept. (where the money stands) to do this.
- SVFD has their own money and they are one of several primary “stakeholders” in this project. Can we get an accounting and work with them on funding the new fire station?
- Does the SVFD have a brochure or a written history? We would like to have the background both for promoting the Fire Dept and for applying for grants; etc.
- Per Bill, as a volunteer Fire Dept. they are eligible for a loan from the Dept. of Agriculture. If we had a municipal Fire Dept. we would not be eligible for such a loan. We need to look carefully at these subtle differences to make the best arrangements for all concerned.
- Should look at projected budget to support the new station so people will be aware of that as well and we can plan accordingly.

Communication:

- To taxpayers – soliciting funds.
- Give Town periodic updates as to our status. We will look at web postings, which we have considered for other things in town as well.

Assignments:

- Bill will contact other fire stations to arrange visits for April 10th if possible and notify all members by e-mail ASAP.
- Bill will get website information to all members for “lessons learned” prior to site visits so we can be prepared to ask questions.
- Ask Wayne Miller or Jeff Stoll to contact Scott Thomas regarding writing of grants.
- Julie will type up notes from this meeting and forward them to all members.

- Monthly meetings of the SVFD are always on the last Thursday night of the month at 7 pm.

Meeting adjourned at 10:30 am

Our next meeting is on Tuesday April 10th at 9:00 am at the Town Office. We will likely go from there to visit local fire stations.