

## **SWEDEN Fire Department Building Committee May 8, 2007**

### **DRAFT**

MINUTES of Sweden Fire Station Building Committee (SFSBC) regular meeting Tuesday May 8, 1007 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, Rob Slattery, Wayne Miller

Public: None

ABSENT: Member Bill Morrisseau

The notes are not necessarily in the order in which things were discussed. They are loosely organized by topic.

### **Assignments from the April 24, 2007 meeting:**

- Wolfgang Duve will contact Wayne Miller and follow up on scheduling an additional meeting for Scott Thomas to attend and discuss grant writing and options with us. We would like to advertise this meeting in the paper so any interested parties may attend.
  - Scott Thomas attended an additional meeting on Tuesday May 1, 2007.
- Wolfgang Duve will either print out or forward to the committee members via e-mail the 13 photos he took at the Denmark site visit.
  - Wolfgang printed out the photos but has not brought them to the committee yet.
- Bill Morrisseau will contact the Denmark Fire Chief regarding the potential use of their plans (and modifying them) for our proposed fire station. He will also ask about getting permission to have Little Pond (the people that drew them up and stamped them for the Denmark station) modify the drawings. If the Denmark chief is agreeable, we would like to get a price from Little Pond for doing the modifications.
  - Wayne contacted Ken Richardson at the Denmark Fire Station. They are looking for the plans and have no problem with us contacting Little Pond or modifying their plans for our use.
  - Rob Slattery will contact Little Pond to get a copy of the original plans and a price to modify them. We will get an original set and then make copies for each committee member.
- John Smith will look into the design and capacity of both the well and septic system at the new Town office.
  - John Smith spoke with Selectman Jim Willey regarding the current well and septic system at the Town Office. The well is owned by the Sweden Community Church and is underground so we will look into drilling our own well.
  - He also spoke with Jim regarding the septic system and spoke with the system designer, Walter Horton. In summary, Mr. Horton feels that there is no question whatsoever that the Fire Station could be tied in to the existing septic system. The final decision will be up to the Plumbing inspector, Prentiss Kimball. John also provided the committee with an analysis of current and potential use of the current system.
  - The current location has limited the land use.

- One recommendation made by Mr. Horton is that if we do use the current system, we install an in-line grease trap in the facility.
- Rob Slattery will attend the Selectman's meeting tonight (April 24<sup>th</sup>) and discuss requesting the Fire Association financial statement.
  - Rob attended the Selectman's Meeting on April 24<sup>th</sup>. The Selectmen have no interest in requesting the financial information from the Fire Association but Wayne Miller asked the Fire Dept. at their last meeting (April 26<sup>th</sup>) and they agreed to provide us with a spreadsheet summarizing their income and expenses that are separate from Town expenses.
- Julie McQueen will send a brief update to the Selectmen with copies of the recent meeting notes and the website address. She will also forward the meeting notes from this meeting and the website address to the committee members, who will share the address with others. Julie will forward the info from the April 10<sup>th</sup> meeting to Wolfgang again.
  - Julie did forward the notes to the Selectmen after committee review. From now on this is how we will keep the Selectmen informed. The website address is also being shared with as many people as possible.

An additional meeting was held last Tuesday May 1<sup>st</sup>. Scott Thomas attended and expressed his willingness to assist the committee with grant research and writing at no cost. He will purchase a book (the committee will reimburse him for this purchase) that is supposed to be available this month that will list all grants available in the State of Maine.

Julie mentioned that we should plan to arrange the meeting room of the new Fire Station for use during elections. The area will have to be flexible in order to make it a multi-purpose facility with adequate storage. The committee agreed that this would be a sensible approach and we will incorporate this into our proposed plans.

Per Wayne, the Fire Dept. currently pays \$50/month for a storage facility in Bridgton for some of their tables and other equipment.

Discussed the difference between the varieties of Fire Depts. In Maine, there are three ways to set up a fire Dept:

1. Municipal Fire Dept. where the Selectmen would govern.
2. A full time, paid municipal Fire Dept. where department members are fulltime, paid employees (this is obviously used only in much larger areas than Sweden).
3. A Volunteer Fire Association that is under contract with and supported by the Town. This is our current arrangement and is the most commonly used arrangement in the State of Maine.

Per Wayne, the Sweden Volunteer Fire Association is incorporated and registered with the Secretary of State. They pay \$40/year to maintain this certification. John was unable to find the association on the website so was not sure that they were incorporated. There is an e-mail in the file (which we looked at) from March 15, 2005 indicating that this is

the case. We need to verify that this certification is current as it may have an impact on our ability to obtain any sort of grant.

The Department is not a 501-(c)-3 but is called a T13-B type of non-profit organization.

Rob reported that Drew now does asphalt.

We discussed the need for a plot plan.

The Town will have to seek an appeal for a setback variance if there is a need for a setback reduction.

Per Rob, one type of potential loan (we are not sure which kind) includes engineering services in the price loan.

Wolfgang got a piece of the insulated concrete forms being used to construct the new Magic Lantern in Bridgton. There was some discussion of the pluses (good insulating value) and the minuses (Styrofoam will be likely get damaged during construction, the material is expensive, it is flammable, no one is sure how durable it will be in the long run). The material is made by Nudura Corp. (Insulate Concrete Form 27WY)

There are two additions to our files:

- Safety & Health Considerations for the design of Fire & Emergency Medical Service Stations (May 1997) AND
- Fire Station Design Guide (USAF 1997)

**The next committee meeting will be on Tuesday May 22<sup>nd</sup>, 2007. The committee will meet at the existing Sweden Fire House for a tour.**

**Assignments from the May 8, 2007 meeting:**

- Wolfgang Duve will bring the photos for the file.
- Wayne Miller will get a complete inventory list of fire department equipment. He will also compile a list of what is at the Town Meeting House and in the storage unit in Bridgton and anything the Fire Dept. anticipates obtaining in the foreseeable future so we can plan adequate storage.
- Wayne will also bring a spreadsheet of the Fire Dept. finances.
- Wayne will see Ken Richardson next week and will ask him for numbers on fuel consumption (Gallons/year) at the new Denmark Fire Station.
- John Smith will contact the DOT regarding what we require for a driveway permit.
- Rob Slattery will contact Little Pond and see if they will provide us with a copy of the Denmark Fire Station Plans. He will also ask about cost estimates to modify the plans to suit our needs. We will not pursue the modifications until after we have had an opportunity to lay out the building and do some planning.
- John will check again into the status of the Fire Dept with the Secretary of State.

- Julie McQueen will put together notes from this meeting and forward them to members for review. After review she will forward them to the Selectmen, committee members not in attendance and to have them posted on the website.
- Julie will forward Rob's notes from the May 1<sup>st</sup> meeting after she receives them to the same list of individuals since she did not attend that meeting.
- Julie will contact MMA to ask about any steps necessary for the Town to take if we find that the Department is not currently certified with the Secretary of State.
- Julie will speak with Ron Kiesman (who is a professional surveyor) about possibly helping the committee with a plot plan so we can continue with modifying the plans and getting pricing.