



# BARNSTABLE FIRE DISTRICT



## Fire Station Building Committee Meeting Minutes Barnstable Fire District

Date: January 9, 2025  
 Time: 4:00 PM  
 Location: 3249 Main Street 2nd Floor

Attendees:	Name	Affiliation	Comment	Initials
	Bill Quinn	Member	Chair	BQ
	Peggy Bernard	Member	Absent	PB
	Peter Bergin	Member		PFB
	Brian Hickey	Member		BH
	Rich French	Member		RF
	William A Jones III	Prudential	(via Zoom)	WJ
	Chris Beal	Fire Chief		CB
	Kevin Brailey	Deputy Chief		KB
	Ryan Jones	FF Union Rep		RJ
	Ellen Light	Context Architecture	In person	CTX
	Steve Rizzo	OPM		SR

### Meeting Notes (updates on items open from the last meeting are in BOLD with the date of the update)

Item	Subject	Discussion	Action By:	Open/Closed
		<b>The meeting was called to order at 4:10 PM</b>		
	<b>Prior Meeting Minutes</b>	<b>Meeting minutes for the December 5, 2024 Meeting were reviewed and approved with no correction.</b>		
22924.09	<b>Public Outreach</b>	See prior minutes for earlier discussion. <b>No additional outreach sessions are anticipated until March.</b>	CB/SR	Open
32624.02	<b>RECC</b>	See prior meeting minutes for earlier discussions. 12/5: it was noted that the new RECC will be located on a site near the police station. <b>1/9: No update.</b>	CB	Open
71124.01	<b>Potential Funding</b>	Chief Beal outlined potential funding sources. The committee endorsed the proposed course of action and offered support as necessary. 10/3:No update 12/5: Funding sources will be explored starting after the 1st of the year. <b>1/9: Meetings with the Cape Cod delegations are in planning.</b>	CB	Open
100324.02	<b>Schedule</b>	OPM Steve Rizzo presented a Gantt Chart schedule of the overall project. The schedule is based on using the CM at Risk construction delivery method. SR will continuously update this chart as the work progresses. A copy of the chart is attached. 10/17: An updated Gantt Chart Schedule was distributed and is attached. 12/5: No update. <b>1/9: Schedule will be updated after CM at Risk Selection.</b>	SR	Open
120524.01	<b>Old Kings Highway</b>	We are scheduled to be at the Old Kings Highway Historic Commission on December 18, 2024. We plan a meeting with the abutters of the Fire Station site on Monday the 16th. <b>1/9: OKH Certificates of Appropriateness have been approved at the 12/18 OKH meeting.</b>	CB/SR	Closed

120524.02	<b>Construction Managers</b>	AN RFQ for Cm at Risk was issued on November 8th. With responses received on December 4th. The Selection Committee (Chief Beal, Jeff Shaw of Context, Bill Quinn, & Steve Rizzo) will review and make selections at a meeting scheduled for December 10th. <b>1/9: Responses are due on the 28th. Interviews are planned for the 4th of February with all three CMs. Selection Committee plans to meet on the 5th to finalize a recommendation.</b>	SR	Open
120524.03	<b>Design Development</b>	With the approval of the Schematic Design the Design Development (DD) phase of the project is underway. This phase is expected to be completed by the end of the year with a DD cost estimate completed within 3 weeks. <b>1/9:The committee MOVED and APPROVED the acceptance of the Design Development Package.</b>	SR	Closed
120524.04	<b>Construction Documents</b>	<b>The Committee approved a motion to recommend to the Prudential Committee to allow the architect to proceed into the Construction Document phase of the design without waiting for the construction cost estimate. This to save time in the overall schedule.</b>	SR	Closed
10925.01	<b>Furniture Planning</b>	<b>A meeting with WB Mason was held to outline furniture needs. WB Mason draft design layouts are due at the end of January.</b>	CB/SR	Open
10925.02	<b>DD Cost Estimate</b>	<b>The Design Development Cost estimate is due at the end of the month.</b>	SR	Open
10925.03	<b>Town Approvals</b>	<b>Site Plan Review is scheduled for February 11th.</b>	SR	Open
10925.04	<b>Waiver of Fees</b>	<b>We have requested that the town waive our building permit and other fees. We are awaiting feedback on the process from the town.</b>	SR/CB	Open

**Next building Committee Meeting is scheduled for Thursday, February 6th , 2024 at 4:00 PM at the Fire Station**

**The Meeting was adjourned at 4:45 PM**