



BARNSTABLE FIRE DISTRICT



Fire Station Building Committee Meeting Minutes Barnstable Fire District

Date: February 6, 2025
 Time: 4:00 PM
 Location: 3249 Main Street 2nd Floor

Attendees:	Name	Affiliation	Comment	Initials
	Bill Quinn	Member	Chair	BQ
	Peggy Bernard	Member	(via ZOOM)	PB
	Peter Bergin	Member	(via ZOOM)	PFB
	Brian Hickey	Member	(via Phone)	BH
	Rich French	Member		RF
	William A Jones III	Prudential	Absent	WJ
	Chris Beal	Fire Chief		CB
	Kevin Brailey	Deputy Chief		KB
	Ryan Jones	FF Union Rep	Absent	RJ
	Jeff Shaw	Context Architecture	(via ZOOM)	JS
	Ellen Light	Context Architecture	(via ZOOM)	CTX
	Jisa Johnson	Context Architecture	(via ZOOM)	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
		The meeting was called to order at 4:00 PM		
	Prior Meeting Minutes	Meeting minutes for the December 5, 2024 Meeting were reviewed and approved with no correction.		
22924.09	Public Outreach	See prior minutes for earlier discussion. No additional outreach sessions are anticipated until March.	CB/SR	Open
32624.02	RECC	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. 2/6: No update.	CB	Open
71124.01	Potential Funding	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. 1/9: Meetings with the Cape Cod delegations are in planning. 2/6: The state and federal representatives met with the project team and let us know that no funding assistance is likely. They will let us know if anything changes.	CB	Open
100324.02	Schedule	OPM Steve Rizzo presented a Gannt 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 Gannt Chart Schedule was distributed and is attached. 12/5: No update. 1/9: Schedule will be updated after CM at Risk Selection. 2/6: Preliminary schedule is anticipated for next meeting.	SR	Open

120524.02	Construction Managers	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. 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. 2/6: The selection Committee presented a MOTION to this committee to designate W T Rich Company of Natick Mass. as our selected CM at Risk. The MOTION was approved unanimously.		Closed
10925.01	Furniture Planning	A meeting with WB Mason was held to outline furniture needs. WB Mason draft design layouts are due at the end of January. 2/6: A preliminary furniture plan was delivered and is being reviewed.	CB/SR	Open
10925.02	DD Cost Estimate	The Design Development Cost estimate is due at the end of the month. 2/6: The 100% DD cost estimate was presented and a MOTION was presented to accept the DD Estimate and overall project budget. The MOTION was approved.	SR	Closed
10925.03	Town Approvals	Site Plan Review is scheduled for February 11th. 2/6: No update.	SR	Open
10925.04	Waiver of Fees	We have requested that the town waive our building permit and other fees. We are awaiting feedback on the process from the town. 2/6: Through Councillor Sharp we have learned that the town requires a request be presented at Town Meeting. It requires two readings at separate hearings and then a vote at a third hearing. The OPM recommended that we wait until the project is approved at the District Annual Meeting prior to making this request.	SR/CB	Open

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

The Meeting was adjourned at 5:10 PM