



NORTHEAST  
COLLABORATIVE  
ARCHITECTS

500 Plaza Middlesex  
Middletown, CT 06457  
[www.ncarchitects.com](http://www.ncarchitects.com)  
tel: 860.344.9332  
fax: 860.347.4075

## MEETING AGENDA

DATE: October 4, 2018

PROJECT: Killington Public Safety Facility

### ATTENDEES:

Name	Office/Dept	Phone	E-mail
Vito Rasenas	Committee	802-558-3825	vrasenas@hotmail.com
Richard Kropp	Committee	802-422-4658	rk142@aol.com
Chet Hagenbarth	Town Manager	802-422-3241	manager@killingtontown.com
Gary Roth	Chief, KFR	802-342-0041	chief@kfrvt.org
Steve Finer	President, KFR	802-353-2173	pres@kfrvt.org
Whit Montgomery	Chief, Police	802-236-5030	whit@killingtontown.com
Claus Bartenstein	ESVT	802-855-8091	claus.bartenstein@esvtllc.com
Daniel Dupras	ESVT	802-855-8091	<a href="mailto:daniel.dupras@esvtllc.com">daniel.dupras@esvtllc.com</a>
Nicole Crum	DeWolfe	802-223-4727	nicole.crum@dirsteel.com
Rod Finley	Pathways	603-448-2200	pat.buccellato@pathwaysconsult.com
Pat Buccellato	Pathways	603-448-2200	rod.finley@pathwaysconsult.com
Matt Wheaton	DEW	802-363-6976	mwheaton@dewcorp.com
Ray Giolitto	NCA	860-344-9332	<a href="mailto:rgiolitto@ncarchitects.com">rgiolitto@ncarchitects.com</a>
Justin Tebo	NCA	860-344-9332	<a href="mailto:jtebo@ncarchitects.com">jtebo@ncarchitects.com</a>
John Scheib	NCA	860-344-9332	jscheib@ncarchitects.com

Attended 1:30pm meeting at Pathways

### DESIGN KICK-OFF MEETING:

Purpose of meeting: Meet full team, understand parameters to date, review site opportunities and constraints, review overall scope and budget, review key project priorities, develop program, view similar facilities

Pathways Consulting @ 1:30pm, Town of Killington @ 4:00pm, tours following

### Site Opportunities and Constraints:

- Grading:
  - Attempt will be made to balance cuts and fills as best as possible; currently looking at extra cut (removal of soil); challenge will be to maintain grade at curb cut to Killington Road for emergency vehicles.
  - Attempt to avoid any grading activity in the wetland & buffer @ southwest of property
- Storm Water:
  - Requirement to retain all storm water on site (via surface detention basin). Sheet flow across site; limited structures & piping; small swale along Killington Rd. will drain to existing culvert
- Preliminary Test Pits by Pathways:
  - Test Pits to 10' depth, show no ledge; locations shown on site plan
- Soils (drainage):
  - Infiltration test pit(s) required in area of detention basin. (to be done by Pathways via direct proposal to Owner)
- Soils (geotech: structural):
  - DEW to prepare RFP for geotechnical engineering services
  - DeWolfe to provide input on requirements



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- DEW will use Pathways concept site plan with building parallel to Killington Road and with potential addition shown for RFP purposes (requesting borings at each of the building footprint 4 corners, plus 2 additional site borings at apparatus bay apron and rear paving location). - \*\*See note below regarding building location
- Soils (environmental)
  - Owner advised to perform Environmental Site Assessment Phase 1.
  - Pathways reports the project should not be subject to VT Act 250: municipal project under 10 acres of development, 100% storm water detention (\*\*Owner requests a letter of confirmation be provided by the State indicating project is not subject to VT Act 250).
  - It was reviewed that an oil separator will be required for the apparatus bay floor drains
- Others
  - Traffic: all parties agree this should not be a major traffic generator
  - Traffic signal: all parties agree an intermittent/emergency signal should be considered for the project
  - Owner reports comprehensive Killington Road traffic study is currently on-going with VHB (David Saladino)
  - Low utility lines along Killington Road – believed to be VTEL (electrical power lines are higher)
- Utilities:
  - Electric: power at street, 3 phase, should be sufficient
  - Sanitary: will tie to utility (pumped utility); oil separator required for vehicle bay floor drains; no commercial kitchen intended so no FOG separator required
  - Water: well: will need to feed tank/cistern, both for fire protection and for truck fill. Most likely 35,000 to 40,000gal, but study must be done to determine requirements. Fire Pump and generator required.
  - Current tank fill pump is 15HP pump (3 phase) takes 14 minutes to fill a 3000gal tanker truck
  - Owner reports there is potential for future water service (via a “community service”).
- Access:
  - 2 points: one for emergency exit (& entry), at optimal grading condition along Killington Rd,; second for cars, visitors, etc.
- Sightlines:
  - Most likely considering intermittent/emergency signal; should alleviate sightline concerns
- Public vs. Staff/Emergency:
  - Site plan shows separate access drives, see Access above
- Building footprint:
  - NCA to develop space program and develop conceptual footprint
  - All parties agree the building may shift to the west to enhance opportunities for future expansion (thus actual geotechnical borings may differ from RFP to actual start of borings work on site).
- Building orientation:
  - Most likely rectangular, long dimension on east-west axis; optimal for site grading, vehicular access, street presence, thermal performance
- Street presence:
  - General understanding is that community would like this to be a representative/signature town building
- Local approvals:
  - Zoning required: Dick Horner
  - Building permit: State of Vermont will review for permit; need to investigate if MEP set will be required, which may govern how MEP



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- engineering services are provided
- Plan for building and parking future expansion
  - Owner reports this is a necessity

#### **Overall scope and budget**

- 14,000SF to 16,000SF and a project budget of \$3.75M

#### **Schedule**

- DEW reports if we can achieve DD design submission by December 15, we can maintain schedule.
- All parties looking to schedule bi-weekly meetings for either Wednesday or Thursday, late afternoon (4pm).

#### **Key project priorities**

- Durability & permanence
- Cost benefit/payback:
  - Owner reports that design & construction team must clearly convey the cost parameters of the project: requirements must be identified, list chapter & verse of requirements, and then clarified in clear terms, with space/cost implications listed
- Maximum efficiencies:
  - Functionality: one story, shared spaces
  - Exterior envelope: high thermal performance
  - Future expansion potential

#### **Space program: Vehicles, 4 disciplines (FD, EMS, Search & Rescue, PD), Shared Use**

- Vehicles: # and size; future?
  - Request for 7 vehicle bays (6 current vehicles info to be provided to NCA)
  - Potential 8<sup>th</sup> vehicle bay in the future
  - Some bays can be doubled-up (if doors on both sides); if layout permits, vehicle bay count may be reduced, must be laid out to determine
  - Total 7 bays required (including Police bay as ½ rear bay)
  - Request for wide bays if back-in (18' bay with 16' wide doors)
  - Direct, hosed ventilation of vehicle exhaust required
  - Radiant floor preferred (will look at similar facilities)
- FD: staff and use (volunteer day use only), offices, other spaces
- Tower: consider as option if extended hose life can extend hose life
- Gear, equipment: turn-out gear NOT located within apparatus bay
- EMS: staff and use, equipment
- Search and Rescue: staff and use, equipment
- PD: staff and use: 2 staff + 1 part-time
- Evidence?, Investigations? – small evidence holding area required; very limited investigations/forensics on premises; one small interview room required
- Police unloading/processing/detention: Space for one vehicle; processing generally limited to DUI (AFIS, fingerprinting), temporary holding with penal toilet/sink unit, no overnights



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- Emergency/dispatch/local- General intent is that this is NOT to be an Emergency Operations center; Local dispatch required at facility once the State discontinues providing service to the Town.
- Shared uses: to maximum extent possible: dispatch/reception; large multi-purpose room (to serve training room purposes); lockers, showers, toilets; public toilets; fitness area; break room; building infrastructure
- Meeting/Multi-Purpose Room: large (+/- 1000SF) with expansion capability
- Site program: parking, outdoor vehicle storage; no on-site impound
- Town functions? Future expansion? Consider town hall functions on this site in the future

#### **Other items**

- Owner requests we take the Dore & Whittier study program and develop a "light" version of that program
- Bond vote will require a plan of action/use for the existing fire station on Killington Road
- Current generator at existing fire station is fairly new; Owner considering relocation to town garage facility (60kW)
- Team to determine title of the building so as not to trigger unnecessary code encumbrances.
- Clearing of site by Town to be done before geotech borings
- Dispatch currently provided by State, but Town to plan to have dispatch in this building