

**NORTHEAST
COLLABORATIVE
ARCHITECTS**

500 Plaza Middlesex
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MEETING MINUTES

DATE: October 17, 2018

PROJECT: Killington Public Safety Facility

ATTENDEES:

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Nicole Crum	DeWolfe	802-223-4727	nicole.crum@dirsteel.com

DESIGN PROGRSS MEETING:

Town of Killington; Town Hall @ 4:00pm

Site:

- Soils (Geotechnical Engineering):
 - DEW reviewed status of geotech RFP:
 - RFP sent to 6 companies (1 doesn't intend to respond)
 - Addendum was issued to clarify some questions
 - Responses due on 10/23
 - DeWolfe provided input on requirements and will be asked to review responses
 - Clearing of approximate construction area not yet performed
- Grading:
 - Pathways to investigate how single, continuous level floor slab will impact site plan
 - Consideration to move building further west and still attempt to avoid/minimize any grading activity in the wetland & buffer @ southwest of property
- Storm Water (from prior meeting):
 - Requirement to retain all storm water on site (via surface detention basin). Sheet flow across site; limited structures & piping; small swale



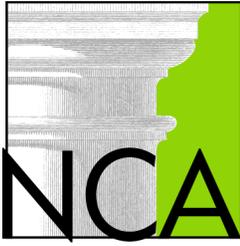
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- along Killington Rd. will drain to existing culvert
- Soils (drainage) – (from prior meeting):
 - Infiltration test pit(s) required in area of detention basin. (to be done by Pathways via direct proposal to Owner)
- Soils (environmental)
 - Owner requested a proposal for Environmental Site Assessment Phase 1 from Pathways.
 - 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).
- Others
 - Traffic signal: all parties agree an intermittent/emergency signal should be considered for the project
 - Owner reports comprehensive Killington Road traffic study is under consideration with VHB (David Saladino)
 - Low utility lines along Killington Road – believed to be VTEL (electrical power lines are higher)
- Utilities:
 - Electric: power at street, capacity confirmed: 120/208V, 3 phase, 800 amp service. Transformer can be pole mounted. Cost comparison between pole- vs. ground-mounted must be performed.
 - Generator: for all building and a 40HP fire pump: 150kW propane gen.
 - 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. Tank(s) may need to be separate. Most likely 35,000 to 40,000gal, but study must be done to determine requirements: NCA to contact two recommended FP engineers (Matt Chase of Chase Engineering, P.C. and G. Tim Stone Consulting) to request proposals for study.
 - 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”).
- Local/State approvals:
 - Zoning required: Dick Horner, Town Planner & Zoning Administrator
 - State Site: Well, Sanitary (waste water to system), and Storm Water
 - Building permit: State of Vermont will review for building permit; need to investigate if MEP set will be required, which may govern how MEP engineering services are provided
- Plan for building and parking future expansion
 - Owner reports this is a necessity
- The Woods property:
 - Question was raised to determine the location of the well(s) on The Woods property to verify that our limit of development will not be within a setback of any of their wells.
 - Consideration requested re: the use of The Woods pond(s) as a potential fill source for KPSF water storage (most likely only for truck fill, but TBD via study).

Overall scope and budget

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



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Schedule

- Working in reverse from the bond vote of 3/5/19:
 - Final amount must be posted no fewer than 30 days, no more than 40 days (window – within 1 day - is: Jan 24 – Feb 3)
 - Town requests final number for its Jan 21 meeting (with a preview late the prior week: Jan 17 or 18)
 - DEW requests 4 or 5 weeks review of DD documents: NCA team & Pathways to provide DD documents on or about 12/14/18.
 - Town requests a preliminary estimate (within \$100,000) for its Dec. 17 meeting. DEW requires similar timeframe for review of SD documents. NCA team & Pathways to provide SD documents on 11/19/18.
 - SD to include: site layout plan with proposed building footprint and vehicle turning radii, building floor plan, building exterior elevations, wall sections showing wall & roof construction, site section showing vehicle apparatus bay, vehicle apron, driveway to Killington Rd. and road itself (to confirm adequate grades for large vehicles), design narratives from all disciplines covering site & building scope.
 - To achieve SD timeframe, NCA team & Pathways must work to complete programming and concept plan by 10/26/18.
 - NCA to schedule a programming conference call early in the week of 10/22.

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

- NCA reviewed space program list
- NCA reviewed layout of apparatus bay and the potential to pair up one set of vehicles with front and rear entry/exit (site plan to be reviewed to confirm proper turning radius); also opportunity to incorporate a sallyport ½ bay with separation walls into the general space allocation (also has site impact with rear entry).
- NCA reviewed critical relationships between spaces
- NCA indicated that further opportunities for space consolidation exist, and will work with the Town to reduce overall gross SF number.
- ESVT provided input of main mechanical and electrical spaces
- Further discussion to be held early in the week of 10/22 with the chiefs and town manager.

Other items

- Bond vote will require a plan of action/use for the existing fire station on Killington Road. Perhaps a chart indicating “Potential Use and Cost Impacts” might be a useful graphic for the bond vote.