



BARNSTABLE FIRE DISTRICT



Fire Station Building Committee Meeting Minutes Barnstable Fire District

Date: June 25, 2024
 Time: 4:00 PM
 Location: 3249 Main Street 2nd Floor

Attendees:	Name	Affiliation	Comment	Initials
	Bill Quinn	Member	Chair (via ZOOM)	BQ
	Peggy Bernard	Member		PB
	Peter Bergin	Member	Absent	PFB
	Brian Hickey	Member		BH
	Rich French	Member		RF
	William A Jones III	Prudential		WJ
	Chris Beal	Fire Chief		CB
	Kevin Brailey	Deputy Chief		KB
	Ryan Jones	FF Union Rep		RJ
	Jeff Shaw	Context Architecture (via ZOOM)		CTX
	Ellen Light	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 4:05 PM				
	Prior Meeting Minutes	Meeting minutes for the June 6th, 2024 Meeting were reviewed and approved with corrections		
22924.09	Public Outreach	See prior minutes for earlier discussion. 5/2: Questions from the BVA Meeting have been added to the FAQ list. No additional events scheduled. There was some discussion of creating a handout and other options for outreach. Possibly putting information on the website or creating a Facebook page. 6/2: No new outreach sessions are planned until the design develops. We anticipate scheduling Public Review sessions in September. SR to send Q & A document to Context for background information. 6/25: Discussed creating a web page on the BFD website for public updates. CB to work with the web designer to create. No time estimate for when the page will be up.	CB	Open
32624.02	RECC	Chief Beal described the Regional Emergency Communication Center (RECC) proposal and how it might affect the new fire station design and budget. Discussions are ongoing with the town regarding scope and timing of the RECC project. 6/25: No Update for this meeting.	CB	Open
50224.01	District Values	In response to questions about whether the new developments are paying their fair share SR was tasked with creating an analysis of how much income in tax revenue comes from the 3 fire districts, the Industrial Park, the area north of RT 6 from Phinney's Lane to RT 130 and the area north of RT 6 from Phinney's to the Yarmouth line. 6/2: Ongoing. 6/25: SURvey complete SR to report on findings.	SR	Open
60224.01	Design Meetings	Jeff Shaw and Ellen Light were in attendance for the meeting. The group discussed the design schedule in general terms. Context will develop a more detail design schedule for the next meeting. 6/25: Draft Design meeting schedule was presented. Some adjustments were made and a new schedule will be issued.	CTX	Open

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
60224.02	Design User Groups	Chief Beal is working with the FF Union and staff to designate personnel to review design and functional details as the design progresses. These AD-HOC groups are intended to assist the team on functional and operational details including Apparatus Bay, Residence, and Administrative areas of the building. 6/26: Working Group has been established and first meeting held.	CTX	Closed
62524.01	Space Planning	Context presnted the first draft of the space program for the new station. A new version will be issued based on comments from the committee.	CTX	Open

Next building Committee Meeting is scheduled for Thursday, July 11th, 2024 at 4:00 PM at the Fire Station

The Meeting was adjourned at 4:50 PM