

**TOWN OF ENFIELD
MUNICIPAL FACILITIES ADVISORY COMMITTEE
DESIGN TEAM**

**MEETING MINUTES
September 27, 2022**

MFAC Design Team in Attendance: Tracy Young, Kim Quirk, Reed Bergwall, and Travis Boucher

MFAC Design Team Absent: Tate Picard

Ex Officio Members in Attendance: Ed Morris, Town Manager and Shirley Green, Library Trustee

Town Staff in Attendance: Fire Chief Phil Nealy and Police Chief Roy Holland

Called to order at 3:31 PM

Minutes – The minutes of August 23, 2022, and September 13, 2022 were approved by consensus.

The MFAC Design team met with Neagley and Chase (NC) and Black River Designs (BR) to talk through process, scheduling and to start the design process. Andrew Martin from Neagley and Chase asked about meeting more frequently to move the schedule along, since we were already behind where we would like to be for next year's construction season. Ed Morris stated that town staff can meet with NC/BR as often as needed but thought we should keep the two week schedule for the MFAC Design Team. These meetings can be to discuss any findings or decisions made during the two week time, and to discuss larger concepts.

After discussing points of contact and protocol, the discussion moved to surveying and Geotech work that needs to be completed as soon as possible. Black River Designs has been in touch with Advanced Engineering, who will be doing the engineering work for permitting and design. Ed Morris stated that he had been in contact with Jeff Goodrich from Pathways Engineering who conducted the work on that site for Shaker Hill Granite, and that they were willing to help where needed. It was decided after discussion that Ed Morris would make the connection between Jeff Goodrich and Black River Design to see how we could utilize services and past knowledge of the site to streamline the process. It was also noted that the boring and Geotech work would be the portion of the job that may be hard to schedule. Andrew Martin from Neagley and Chase asked if test pits would work for moving the design forward. Black River Designs will talk with Engineering Ventures about the possibility of using test pits. Ed Morris will talk with DPW about the possibility of using the Town crew to dig the pits if approved.

The conversation then moved towards preliminary discussion around space needs and changes to the conceptual design. Ed Morris explained that the first MFAC Committee worked with the police, fire and EMS chiefs and employees to determine space needs. He also explained that was pre COVID and there may be some changes to what the chiefs would like to see, but the overall space needs should be similar to what was prepared. Ed Morris also reiterated a previous discussion of the MFAC Design Team discussion, that they were open and expecting a complete redesign of the building that was more efficient in both cost and more energy efficient than the original Bread Loaf conceptual plan.

The conversation started with the discussion of a possible basement level to house the evidence room and armory, along with other areas without any public access. Black River said they would investigate this option, but also discussed variables that may trigger the need for an elevator. Chief Holland discussed the idea of three bays for the police station with one Salley Port and the other bays being able to be open for police car storage. Ed Morris stated that if this was done, he would like them built with the ability to easily add a wall to create a second Salley Port for possible future growth. Phil Nealy expressed a change from the original plan from single door bays to drive thru or double door bays, so apparatus can back in tail to tail and alleviate the need for jockeying apparatus during emergency situations to get what they need. The conversation stayed on the fire department for a while discussing the need for a decontamination (warm) area. It was also agreed that a shared locker/shower facility was acceptable.

We then discussed interoperability and shared space. There was a brief conversation about the use of a Homeland Security grant for a generator and outfitting the emergency operations center/community room. After discussing shared space, the conversation turned to energy efficiency. There was a conversation about adding electric vehicle charging stations to the building both internal and the possibility of adding an external charging station for the public. Other efficiencies such as solar panels, battery storage, rainwater collection, and greywater recycling were briefly discussed, and will be topics of larger discussions in the future.

Meeting Adjourned at 4:42