

TOWN OF BRIDGEWATER  
FIRE STATION COMMITTEE MEETING  
JUNE 16, 2020

Meeting was held by conference call.

Present: Bruce Seely, Bruce Maxham, Josh Maxham, Chris Stevens, George Spear, Guest: Wayne Leonard

Bruce S. brought the meeting to order at 5:32 pm.

First order of business: Any Additions/Changes to Agenda. None: Committee agreed there were not changes. Bruce noted need for someone to take minutes, suggested the group do this on a rotating schedule. Chris volunteered to take the minutes. It was noted that Nancy no longer a voting member.

Review minutes of June 2<sup>nd</sup> (Bruce sent minutes out via email prior to meeting).  
Previous meeting minutes approved.

Bruce S., Bruce M. and Josh M. welcomed new members George and Chris and thanked them for joining the committee.

Meeting Ground Rules:

Bruce S. Noted Public meeting rules for meetings with Architect/Engineer: Need to follow state of Vt rules.

Visitors:

Discuss procedure when there are public visitors, give everyone a chance to speak/state opinion, then vote to consensus. Focus is to build the Fire Station for less than \$1.8 Million.

Group voted they were good with the ground rules.

Clerk of the Works Discussion (C .of W):

Wayne Leonard joined in via phone at approximately 5:49 pm. Bruce S. noted his past experience. Discussion. Wayne noted that he would not be able to fill this position but is willing to provide support for the individual/experience would be required. Wayne noted the Architect should take the lead of the project, provide shop drawing review. Some discussion of Architect Subs (MEP Engineers), who would he use. Contract details. The group also discussed subcontractors (local subcontractors that would potentially be interested in the project). Goal is to break ground in April 2021 and to have the (C. of W.) on board prior to this date. Wayne also noted about getting an RFQ (Request for Qualifications) out.

Bruce S. also noted Harold Mayhew (Architect) input about what to look for in the (C. of W.) position based on previous conversations he has had with Harold. Harold had recommended Chuck (Charlie) as a good (C. of W.) in conversation with Bruce S. Chuck was the (C. of W.) for the Barnard Fire Station.

The committee agreed we need to get started soon on the process of filling this position. There was also discussion of selecting a Civil Engineer soon.

Bruce S. noted the select board would like to coordinate other town building systems (ex.: Well for the School and Town offices etc.) along with New Fire Station.

The group discussed setting up a meeting with Ralph Nimtze (NBF Architects) to go over details/questions that were brought up at this meeting before the first of July. The group agreed to have Josh and Chris meet with Ralph. Josh will contact Ralph about scheduling this meeting.

The committee also discussed potential civil engineers for the project. It was noted that we do not want the civil engineer to duplicate any work that Willis engineering has been performed on the project. Josh will confirm what work has been performed to this point from Willis engineering.

Next meeting is scheduled for Tues. July 7<sup>th</sup>. at 5:30 pm.

Follow up:

Josh and Chris will contact Ralph Nimitz at NBF Architects about setting up a meeting to go over details.

Being no further business, the meeting adjourned at 6:40pm.

Chris Stevens, Committee Member