

**Fire and Ambulance Building Committee
Meeting Minutes, 3rd MTG
Thursday September 7th, 2023
11:00am – 1:00pm Select Board Room**

Members Present: Carl Mabbs-Zeno, Tony Cassidy, Carol Nelson, Mandy Sliver, on Zoom: Sarah Steinberg Heller

Staff: Seth MacLean, Chief Ed Walker, Danica Melone, Gretchen Rae

Selectboard Liaison: Bill Taylor

Visiting: Keith Kelley CM – Harvey Construction
Jason LaCombe – SMP Architecture
Paul Leveille – Resilient Buildings Group

All in attendance referenced within will be referred to by their first names.

Meeting Minutes for Approval: The committee reviewed the draft from the August 3rd meeting. Carol Nelson provided suggested edits.

- Clarify the exact working of the Amended Warrant Article 14 – Municipal Campus and Fire & Ambulance Facility: May 11th, 2022

**Article 14 - Municipal Campus and Fire & Ambulance Facility (Bond Article, Amended)
\$2,000,000**

To see if the town will vote to raise and appropriate the sum of **Two Million Dollars (\$2,000,000)** (gross budget) for the purpose of designing and engineering a Municipal Campus and Fire & Ambulance Facility located off of Elm Street; to authorize the issuance of not more than **One Million Three Hundred Thousand Dollars (\$1,300,000)** of bonds or notes in accordance with the provisions of the Municipal Finance Act, R.S.A. 33.1 et seq., as amended; to authorize the Board of Selectmen to issue, negotiate, sell and deliver such bonds or notes and to determine the rate of interest thereon and the maturity and other terms thereof as shall be in the best interest of the Town; to authorize the Board of Selectmen to apply for, obtain and accept Federal, State or any and all other aid, grants, gifts or revenue source that may become available for said project and to comply with all laws applicable to said project; and to take any and all action necessary to carry out any vote hereunder or any other action relative thereto; and further to raise and appropriate the amount of **Fifty Thousand Dollars (\$50,000)** for the Fiscal Year 2023 bond payment.

- *Motion:* Tony made a motion to accept draft minutes with revisions as discussed.
- *Vote:* Carl seconded. All in favor. Motion carried.

Updated Site Schematic Review: by Jason LaCombe, SMP: Three topics covered.

1. Review the site. Concept 4 from feedback received from the committee.
 - Everything moved slightly closer to the Peterborough Community Center (PCC).
 - Horseshoe traffic flow changes in front of the Food Pantry.
 - Better layout for snow removal.
 - Parking spot updates.

- Location of walkway for future connection to Rt. 101 businesses, specifically Shaw's and CVS
2. Review the floor plan and view 3D model view.
- Primarily a 1 story building with a small 2nd level area.
 - Building footprint 22,313 sq ft, 1,600 sq ft upper-level mezzanine, total approx. 24,000 sq ft. (original goal was 22,000 and solely based on \$500 per sq ft estimate of the building budget).
 - Changes made at the entrance to highlight public areas, including the vestibule, public (training) meeting room with a small kitchenette, and fire equipment museum area.
 - Utilities hookup plan to still be worked out with civil engineers.
 - Discussion about apparatus bay doors, folding fast opening vs. overhead doors. Discussion will continue as pricing and energy efficiency considerations are made.
 - Placement of the exterior Peterborough Fire & Ambulance Service signage discussed.
 - Chief Walker offered a reminder, as discussion ensued about the costs of including and justifying the museum component of the proposed design, that the Peterborough Fire & Rescue Association (a nonprofit dedicated to serving the men and women of Peterborough Fire and Rescue) could consider looking into funding sources to keep this part of the total building design to present to the voters.
 - The issue of the museum will be an ongoing conversation with the public's feedback taken into consideration from a historical and cost perspective as this concept drawing is discussed in upcoming meetings.
 - Jason asked the group if this version of the design is presentable at the public forums on Thursday September 14th at 3pm and 6pm.
 - Mandy shared her view of the good points of this drawing to present at the visioning sessions.
 - Keith suggested not to show "translucent" areas on the design, it could be a "pricey" area when considering materials and may need to change as estimating begins. Also, should the group show the solar at this point?
 - Seth asked for a consensus of the group to present this design at the open forums. Carol, Mandy, and Bill voiced their approval with Keith's suggested edit and to keep the large solar array on the drawing.
3. Conceptual Energy Model & results from sustainability meeting: Paul from Resilient Buildings Group
- Review of Preliminary Energy Modeling report. What are the target numbers we are designing for? Estimated numbers broken down per:
 - IECC 2018
 - And As-Proposed Option A per 9.2.23 drawing
 - Ed asked if the building is planned to be "sealed" or have windows that open.
 - Paul explained that there's an option for operable windows with sensors for more control in variables when designed with mechanical engineer input.
 - Keith offered that non-operable windows are less expensive.
 - Jason suggested fixed windows in admin and operations sections of the building but operable windows in the residential areas of the building.
 - More assumptions in this model:
 - Wall Construction materials.
 - Floor Construction materials.

- HVAC starting point of ground heat pumps.
 - Assumed mechanical ventilation with energy recovery ventilator system and air quality factors.
 - Occupancy times for heating and cooling. Sensors could be very beneficial.
 - Lighting loads throughout building.
 - Hot water needs.
 - Generator needs, battery systems? Fuel source options for backup systems?
 - Radiant snowmelt options?
 - Solar array generation: 318 kwh potential, confirm consumption but also Demand Charges.
 - Ed asked what is the modeling results of equipment efficiency over time. Paul hasn't taken this step before but believes it is a valuable data point to consider. With solar, the industry standard considers 1/2% per year of diminishing returns.
 - Paul did share that with mechanical controls like light dimmers, there is a level of "operator knowledge" needed for efficiency to be optimal.
- Results from this model from current design: Including charts for apparatus bays.
 - Total Energy 215,040, Net Zero
 - Total Energy (KBTUs) 737,716
 - Energy Use Intensity (KBTU/SF/Year) 36.87

Staff Updates: Seth

- Zencity software has been actively worked on by Danica and a great draft has been created for this committee to review soon.
- Info pamphlets have been created and will be distributed.
- Preparation for the Visioning sessions will be on Monday afternoon September 11th.

Public Comments:

- Peterborough Energy Committee members in attendance requested that this conceptual energy model data be shared with Seth and forwarded to the committee for review at a future energy committee meeting.

Visioning Sessions: Thursday September 14th at 3pm & 6pm in the 1833 room at the library and both sessions will be videotaped. One of the videos will be posted on the new Zencity website for anyone who missed either session. (The committee members in attendance of the visioning sessions will stay behind after each session and do a debrief with SMP)

Next Building Committee Meeting: Thursday, September 28th at 10am, Select Board Room

Motion: Carol made a motion to adjourn the meeting

Vote: Bill seconded. All in favor. Motion carried.

Respectfully Submitted,
Gretchen Rae, Business Manager DPW

BUILDING COMMITTEE CHAIR: Mandy Sliver


Signature