

FIRE STATION BUILDING MINUTES

July 21 2026
Virtual Meeting

MEMBERS PRESENT: Ms. Abby Hurlbut, Mr. Nick Masse, Lt. Jon Burt, Mr. Todd Woekel, Mr. Mike Gilleberto, Mr. Joe Parisi, Mr. David Rudloff and Chief Don Stats (5:41pm).

OTHERS PRESENT: Mr. Bryan Fors (Vertex), Ms. Rebecca Hopkins (Tecton), Ms. Marisa Zorzi (Tecton) and Mr. Michael Scarlata.

Meeting called to order at 5:34 P.M.

MINUTES

- A motion was made by Mr. Parisi and seconded by Mr. Masse to accept the minutes of 7/7/26.

ROLL CALL VOTE: UNANIMOUS.

Hurlbut - aye Masse - aye Gilleberto – aye

Parisi - aye Burt - aye Rudloff – aye Woekel - aye

Mr. Gilleberto provided an update on the responses from the property owners of 84 Main, 86 Main and 73/75 Main Street who had been contacted after the votes at Town Meeting. Response from 84 Main Street was discussed at 7/7/26 meeting and led to a test fit that will be shared by Ms. Hopkins. There have been some discussion with the owner of 86 Main St and dialogue has opened. Site access will continue to be discussed with property owners and Town Counsel. Currently working on draft documents to obtain access to perform Phase I environmental assessment.

Conversation is just beginning with the owner of 73/75 Main St. Owner is willing to have a discussion regarding access to property. Owner has requested assistance for relocation of businesses at the property.

Ms. Hopkins prepared test fit for 84 Main St. She showed the drawings to the committee. The new drawings were added to the full packet of test fits done to date. The new test fits for 84 Main St were done for both Headquarters and Substation. In short, the site works for both HQ and Sub. There is a 500 year storm line on the property. Very minor concern. The drawings show the building set further back on the lot where the site gets wider. Drawings include 50ft aprons. Access road is a full two lane street. Does not include isolated drive. Response times could be lessened by how far back building is set on the lot. The Town Administrator inquired about distance from 28 to the apron and also about the width of the driveway. Ms. Hopkins responded that it is a 24ft wide driveway. She will get the distance to 28 (Main St).

Ms. Hopkins discussed the process on why the test fit sits on the portion of the parcel as shown. What options were considered and why this presentation was chosen. Adjustments to the layout can be made. All public access should be before the apron.

Mr. Rudloff inquired about how many acres does this fit use? Ms. Hopkins to provide.

Ms. Hopkins continued to discuss that there is some topography at the back of the lot to consider. Would recommend stormwater management near the front of the property. Designs meet full programming for both HQ and Substation. There are options for reduction of program, efficiency opportunities. The site would also allow for opportunities for future growth.

There was some discussion on the elevation of the neighboring property.

Chief Stats said the conversation had identified some of his concerns. Apparatus entry/exit, make changes to parking, not ideal for apparatus to travel through parking. He asked if the building would be 2 or 3 stories? Ms. Hopkins responded that it would be 1 story apparatus bay with no columns. Two story traditional station configuration. Fine tuning can be done.

Mr. Masse did want to make a point about considering the needs of the existing station. Taking into account the programming of both will be critical.

Mr. Gilleberto asked for further explanation of the 500 year flood plain distinction. Ms. Hopkins responded that whenever a building of this nature (public safety) is being designed, they consider resiliency. They review FEMA data. 500 year flood plain means likelihood of storm occurring once every 500 years. This flood zone would have an elevation to consider when building a Fire Station.

Mr. Woekel has concerns about stormwater management and impact on abutting parcels. Ms. Hopkins stated that it would be part of the design considerations. Northern property line would need engineering.

Ms. Hopkins showed the drawing for substation design.
Headquarters would have 5 bays, substation would have 3 bays.

Chief Stats asked if the drive for 84 Main would still have a shared egress with the postal facility. Ms. Hopkins replied that would be up to the Town. Both options are feasible. The road is currently second access road for postal services, not main access road. Chief Stats does not want plans to include shared access.

Next meeting to be set for after some additional information on Phase I environmental studies. Phase I assessments to be performed on all 4 properties being considered. Move forward with records search. Ms. Hopkins to provide complete package document. Mr. Fors to perform a review of programming and look at efficiencies.

Next meeting Tuesday 8/11 @ 5pm. Can be moved if additional time needed.

ADJOURN

- **ROLL CALL VOTE: UNANIMOUS.**

Hurlbut - aye Masse - aye Gilleberto – aye

Parisi - aye Stats - aye Rudloff – aye Woekel - aye