

**Town of Freetown  
Fire Station Building Sub-Committee  
Meeting Minutes**

**Date:** Wednesday October 18, 2023

**Time:** 6:00 p.m.

**Location:** Freetown Police Station Community Room

**Present:**

Deborah Pettey, Harrie Ashley, Paul Ashley, Mark Brogan, Jared Zager, Bob Alderson, and Mary Rezendes-Brown.

OPM- ACG Group Donald Velozo and Michael Josefek.

Stark- Nick Velozo, Michael Pereira

**Absent:**

**Call to Order:**

Harrie Ashley called meeting to order at 6:00 p.m.

**Agenda:**

Harrie Ashley discussed the meeting's agenda including approving the previous meeting's minutes as well as the process to date and steps going forward. Starck Architect to present their progress to the committee.

**Meeting Minutes:**

Meeting minutes were provided via email as well as hard copy for the two previous meetings dated 6/21/23 and 6/28/23.

Motion made by Paul Ashley to approve the minutes as provided for 6/21/23 and 6/28/23.

Seconded by Jared Zager.

Passed unanimously.

**Architect Presentation:**

Mr. Nick Velozo and Mr. Pereira presented to the full committee the work they have done to date, through studies of existing conditions and the needs of the fire department. They worked closely with the fire department staff to design a conceptual drawing that meets the minimum needs of the fire department currently and into future years. They also presented their cost analysis to date of the conceptual plan. The conceptual plan provided is smaller in square footage than the conceptual drawing completed during the feasibility study process, in which it was determined that the larger addition could be built for the \$2.95 million budget that was requested at the annual town meeting. It is Starck Architects' as well as ACG Group's professional opinion that the current conceptual plan will be over budget and the only method to decrease the cost would be to significantly decrease the size of the project, which would result in not meeting the minimal needs of the fire department. They believe that time lapse between the feasibility study and actual drawings is a factor in the increased cost. Starck Architects is looking for approval of

the conceptual drawings as they presented to continue the architectural process or disapproval and they need to make considerable changes and cuts to meet the \$2.95 million budget.

**Discussion:**

The committee discussed the options and multiple members asked questions of the architect and OPM as to the process and budget. Mrs. Pettey stated that the fire department was not looking to build a large lavish building but they were looking to meet 3 basic needs; more apparatus space, new living quarters with separate bunk rooms for male and female spaces, and training/meeting room space. These needs are met with the current conceptual drawing and by cutting the size of the project will either greatly reduce the needed spaces or not meet the three requested needs, possible even both. She believes that moving forward with the current conceptual design is the correct action. It was discussed by multiple members that if the needs are not met with this current addition, then there may be need for further expansion within the immediate future which would result in higher cost as well as starting the process from scratch again. It was determined that spending the additional funds to meet the current needs is the correct action. Discussion on funding and how to inform the public was also discussed. Next steps in the process and the timeline are discussed, as well as waiting to seek the additional funding until there was a more definitive figure.

**Motion:**

Motion made by Bob Alderson to accept the conceptual drawing and to continue with the process.

Seconded by Jared Zager

Voted unanimously

**Meetings-**

Next meeting to be announced when there are drawings completed and or a meeting is necessary.

**Meeting Adjourned-**

A motion was made by Paul Ashley, seconded by Jared Zager to adjourn.

Motion carried unanimously.

This is a true record by me.

X   
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Mark Brogan  
Secretary