BELMONT FIRE STATIONS
MEETING NOTES
20 November 2003
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Present:	Bob McLaughlin David Baldwin Joanne Coakley John Greene Bill Shea Bell Webster Bill Osterhaus Dave Frizzell Stacey DeCosta Brett Donham 3 residents of the Alexander Avenue neighborhood
Distribution:	All Members of the Building Committee Bill Osterhaus Dave Frizzell B. Donham P. Brooks J. Shaw S. Irving
File:	0107:2.2

B. Donham reported on the 13 November 2003 meeting with the Town's zoning officials and passed out copies of the Revised Zoning Analysis for both sites.

The Fire Department reported that the 4th Draft Space Needs, dated 5 September 2001, was acceptable as a complete statement of their space needs, with the exception that a Fire Evidence Store Room of 6' x 10' is needed in the Headquarters Station. This space should have steel mesh shelving on two walls and be well ventilated as it will have smelly items stored in it.

B. Donham reported that they had received that day the full geo-technical report from GEI regarding the Trapelo Road site. The copy in the Selectmen's Office is an earlier summary draft and wasn't complete. D&S is now able to send out RFP's to GEI and Haley & Aldrich for structural geotechnical as well as follow-up environmental geotechnical services. The Town, not the former owner, is obliged to do the clean-up on the site. B. McLaughlin wants this geotechnical work, particularly on the Trapelo Road site, to be done as soon as possible. D&S to call Tim Toomey to get permission to access and drill on the site before the Town takes possession. The Committee has asked that D&S notify Stacy DeCosta via e-mail whenever D&S has arranged a meeting with any Town official or employee. Notes of all such meetings are to be copied to all Committee members. All notes and other communication to be sent via e-mail only.

The 12/15/03 neighborhood meeting will be at the VFW Hall about the Trapelo Road site, starting at 7:00 PM. The 12/17/03 meeting will be at the Town Hall, Selectmen's Meeting Room, about the Leonard Street site, also starting at 7:00 PM. At the conclusion of that meeting, the Building Committee will discuss the reactions and conclusions regarding each site. The tentative meeting for 12/18/03 is cancelled. The presentation should be a Power Point type plus drawings on tripods for the public to view.

B. McLaughlin has the purchase deed for the Leonard Street site which describes the Town's responsibilities to the MBTA. He will forward a copy to D&S.

B. McLaughlin requested that the survey of the Trapelo Road site be suitable for use in the Land Court. D&S will add this to the present scope of services of the surveyor.

D&S was asked to meet with the Town's Conservation Officer to get a formal opinion as to whether the Rivers Act impacts either of the two sites.

D&S presented three site plan options for each of the two sites. The Committee selected Option 1 for the Trapelo Road site and Options 1 and 3 for the Leonard Street site. The Committee asked that the Trapelo Road site and design be fully developed for the 15 December public meeting, including landscaping and a colored rendering of the proposed design.