

**AVON VOLUNTEER FIRE DEPARTMENT FIRE STATION EXPANSION,
RENOVATION, AND BUILDING COMMITTEE
MEETING MINUTES
March 13, 2024, 7:00pm**

I. CALL TO ORDER

The meeting was called to order at 7:00pm by Chairperson James Speich in the AVFD Company #1, Main Floor Meeting Room. Members present: James Speich, Gina Kline, Brian McDermott, Brian Marizzi, Mark Massaro, James DiPace (virtual). Members absent: Raz Alexe. Staff Member Present: Grace Tiezzi, Assistant Town Manager, Bruce Appell, Fire Marshal/EMD and Volunteer Fire Chief

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairperson Speich.

III. MINUTES OF PRECEDING MEETING

On a motion by Mr. McDermott and seconded by Ms. Kline, the minutes of the February 15, 2024 Special Meeting were unanimously approved.

IV. COMMUNICATION FROM AUDIENCE – NONE

V. UPDATE FROM PROJECT ARCHITECT

Mr. McElravy provided a presentation regarding the updated project timeline, space use, and site test fits for Company No.1, No.3, and No.4. The presentation is included and made part of these minutes.

The committee discussed the project information provided.

VI. UPDATE ON FIRE HOUSE VISITS

Mr. Appell provided an update on the firehouse visits.

VII. AMEND 2024 MEETING SCHEDULE

On a motion by Mr. McDermott and seconded by Mr. Massaro, the amended 2024 meeting schedule was unanimously approved.

VIII. ADJOURNMENT

Mr. McDermott motioned to adjourn the meeting at 9:41pm, Mr. Massaro seconded, and the motion was unanimously approved.

Respectfully submitted:
Mark Massaro, Vice-Chairman and Secretary

Attest: Nicole Chambers, Clerk



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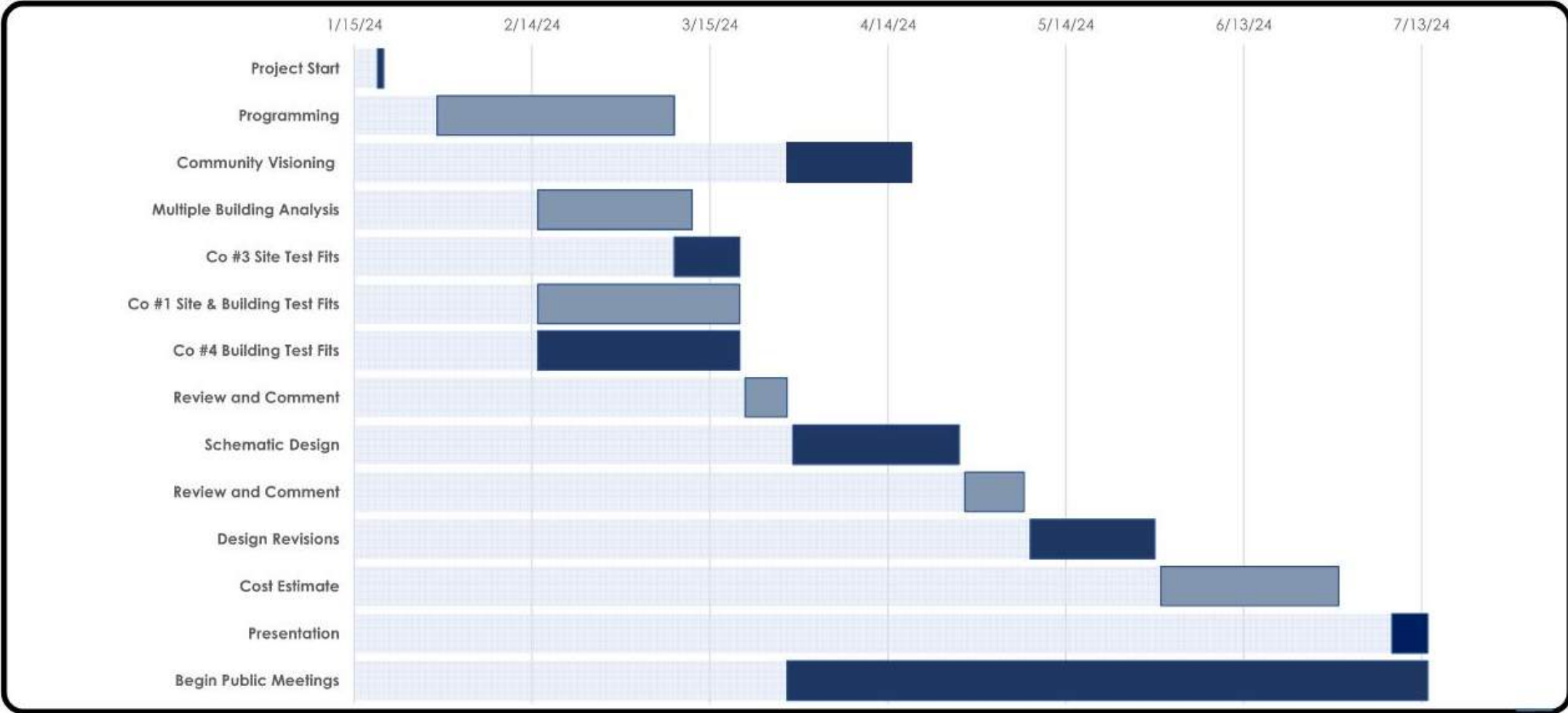
AVON FIRE

Review of Programming Feedback from
Department Membership + Site Test Fits

March 13, 2024

Project Timeline

Task Name	Start Date	End Date	Duration
Project Start	1/19/2024	1/19/2024	1
Programming	1/29/2024	3/9/2024	40
Community Visioning	3/28/2024	4/18/2024	21
Multiple Building Analysis	2/15/2024	3/12/2024	26
Co #3 Site Test Fits	3/9/2024	3/20/2024	11
Co #1 Site & Building Test Fits	2/15/2024	3/20/2024	34
Co #4 Building Test Fits	2/15/2024	3/20/2024	34
Review and Comment	3/21/2024	3/28/2024	7
Schematic Design	3/29/2024	4/26/2024	28
Review and Comment	4/27/2024	5/7/2024	10
Design Revisions	5/8/2024	5/29/2024	21
Cost Estimate	5/30/2024	6/29/2024	30
Presentation	7/8/2024	7/14/2024	6
Begin Public Meetings	3/28/2024	7/14/2024	108





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Company No. 1 Space Use Program

Comments in yellow represent changes based on feedback
from Department Membership.

March 13, 2024

Company No. 1 Space Use Document - DRAFT

Apparatus Bays

CHANGE

G.3	Apparatus Bays	3,888 s.f.	0 s.f.
G.6	Mezzanine	1,000 s.f.	0 s.f.



Company No. 1 Space Use Document - DRAFT

Firematic Support

CHANGE

H.1	Firematic Storage Room #1	120 s.f.	0 s.f.
H.3	Mechanic Work Room	144 s.f.	0 s.f.
H.4	Firematic/Decon Laundry	168 s.f.	0 s.f.
H.6	Air Room (SCBA)	80 s.f.	0 s.f.
H.7	Turnout Gear Room	300 s.f.	0 s.f.
H.9	Hose Storage (Recess)	16 s.f.	0 s.f.
H.10	Response Desk (Recess)	12 s.f.	0 s.f.
H.11	Apparatus Bay Restroom	70 s.f.	0 s.f.
H.12	Hot Zone Transition Area	80 s.f.	0 s.f.
H.13	Radio Room	144 s.f.	+144 s.f.

Company No. 1 Space Use Document - DRAFT

Firefighters

CHANGE

J.1	Firefighters' Day Room/Kitchenette/Dining	750 s.f.	0 s.f.
J.1	Firefighters Pantry (split from J.3)	80 s.f.	+80 s.f.
J.2	Kitchen	512 s.f.	0 s.f.
J.3	Pantry	80 s.f.	-80 s.f.
J.4	Exercise (small 14 x 14 for TRX, universal, treadmill)	196 s.f.	+196 s.f.
J.5	Private Entry	42 s.f.	0 s.f.
J.6	Bunk Rooms (4)	480 s.f.	0 s.f.
J.7	Officer's Bunk (1)	120 s.f.	0 s.f.
J.8	Lockers	250 s.f.	0 s.f.
J.9	Changing Rooms	50 s.f.	0 s.f.
J.10	Bath/Showers (3)	225 s.f.	0 s.f.
J.11	Study Rooms/Offices (2 – 8 x 10 small offices)	160 s.f.	+16 s.f.
J.13	Laundry	60 s.f.	+60 s.f.

Company No. 1 Space Use Document - DRAFT

Administration

CHANGE

K.3	Conference/Board Room	308 s.f.	0 s.f.
K.4	Office 1	320 s.f.	0 s.f.
K.5	Chief's Office	225 s.f.	0 s.f.
K.6	Shared Chiefs' Office	288 s.f.	0 s.f.
K.7	Medical Office	144 s.f.	0 s.f.
K.8	President's Office	144 s.f.	0 s.f.
K.9	Company Captains'/Lieutenants' Office	200 s.f.	0 s.f.
K.10	Training Officer's Office	144 s.f.	0 s.f.
K.11	Fire Prevention Office	144 s.f.	0 s.f.
K.12	Workspace/Secure Mail	54 s.f.	0 s.f.
K.13	Rated Records Storage	100 s.f.	0 s.f.
K.15	Network/IT	100 s.f.	0 s.f.
K.16	Restrooms (2)	150 s.f.	0 s.f.

Company No. 1 Space Use Document - DRAFT

Public Spaces

CHANGE

L.1	Public Entry Area	500 s.f.	0 s.f.
L.2	Coat Room	54 s.f.	0 s.f.
L.3	Community/Multi-purpose Room	1,900 s.f.	0 s.f.
L.4	Community Storage Room #1	140 s.f.	+20 s.f.
L.5	Public Restrooms	300 s.f.	0 s.f.



Company No. 1 Space Use Document - DRAFT

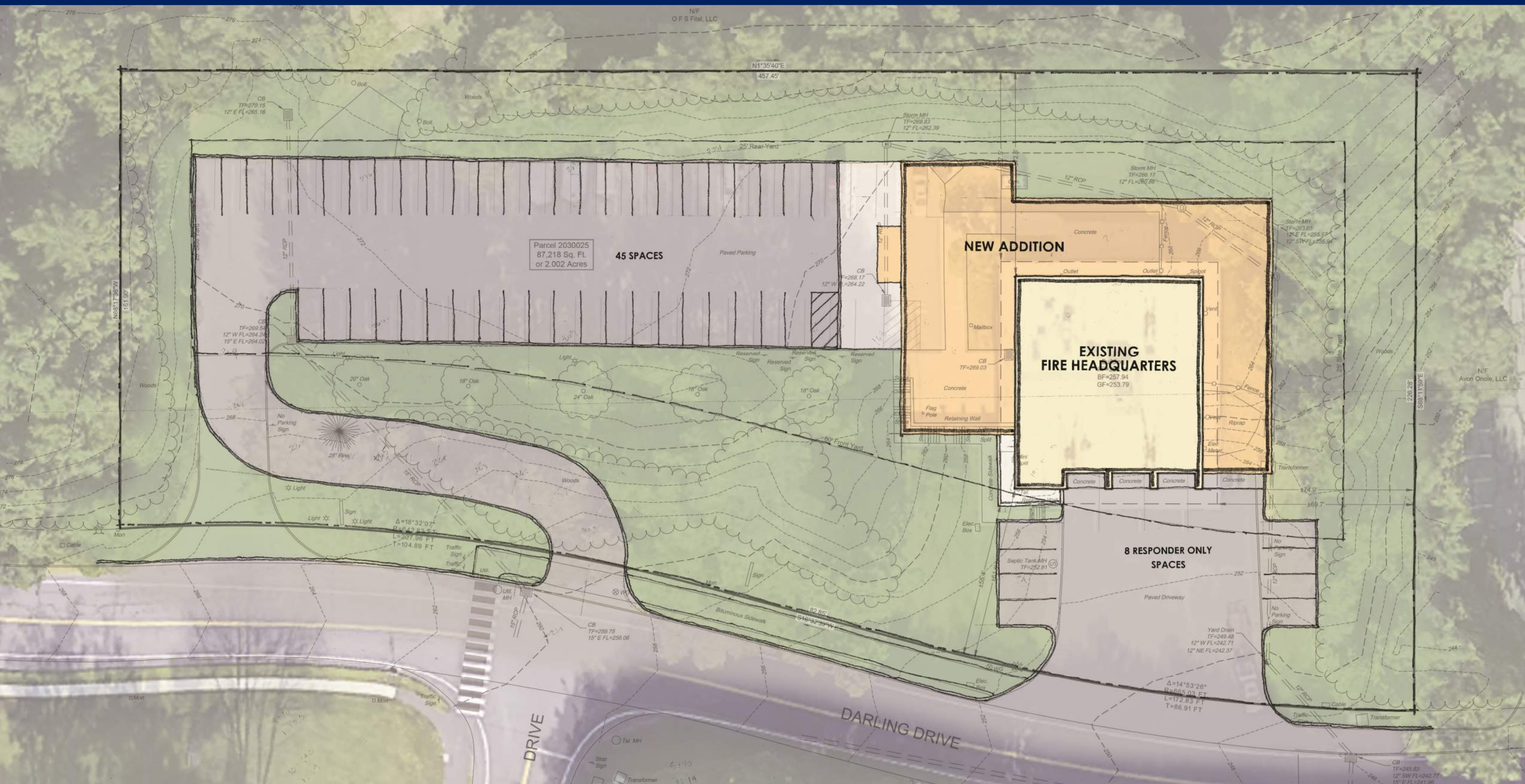
Miscellaneous Spaces

CHANGE

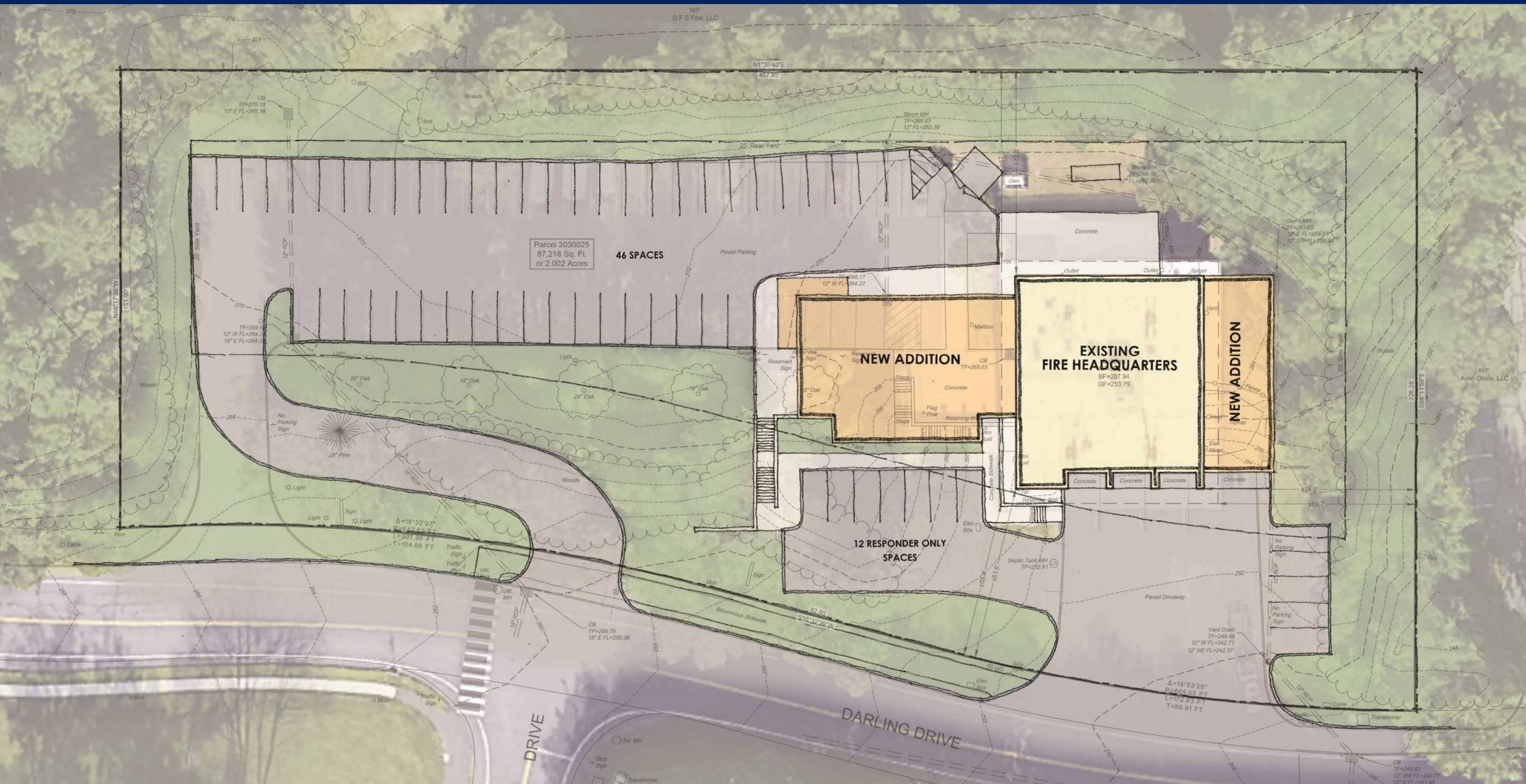
M.1	Custodial Closet	40 s.f.	0 s.f.
M.2	Housekeeping Storage	80 s.f.	0 s.f.
M.3	Mechanical Room	400 s.f.	0 s.f.
M.4	Electrical Room	200 s.f.	0 s.f.
M.6	Elevator	112 s.f.	+112 s.f.
M.7	Egress Stair (1) new each floor	360 s.f.	+360 s.f.

Subtotal (Net) Square Footage:		14,526 s.f.	+908 s.f.
Net to Gross Adjustment:	25%	3,632 s.f.	+227 s.f.
Total (Gross) Square Footage:		18,158 s.f.	+1,135 s.f.

Company No. 1 Site Test Fit A



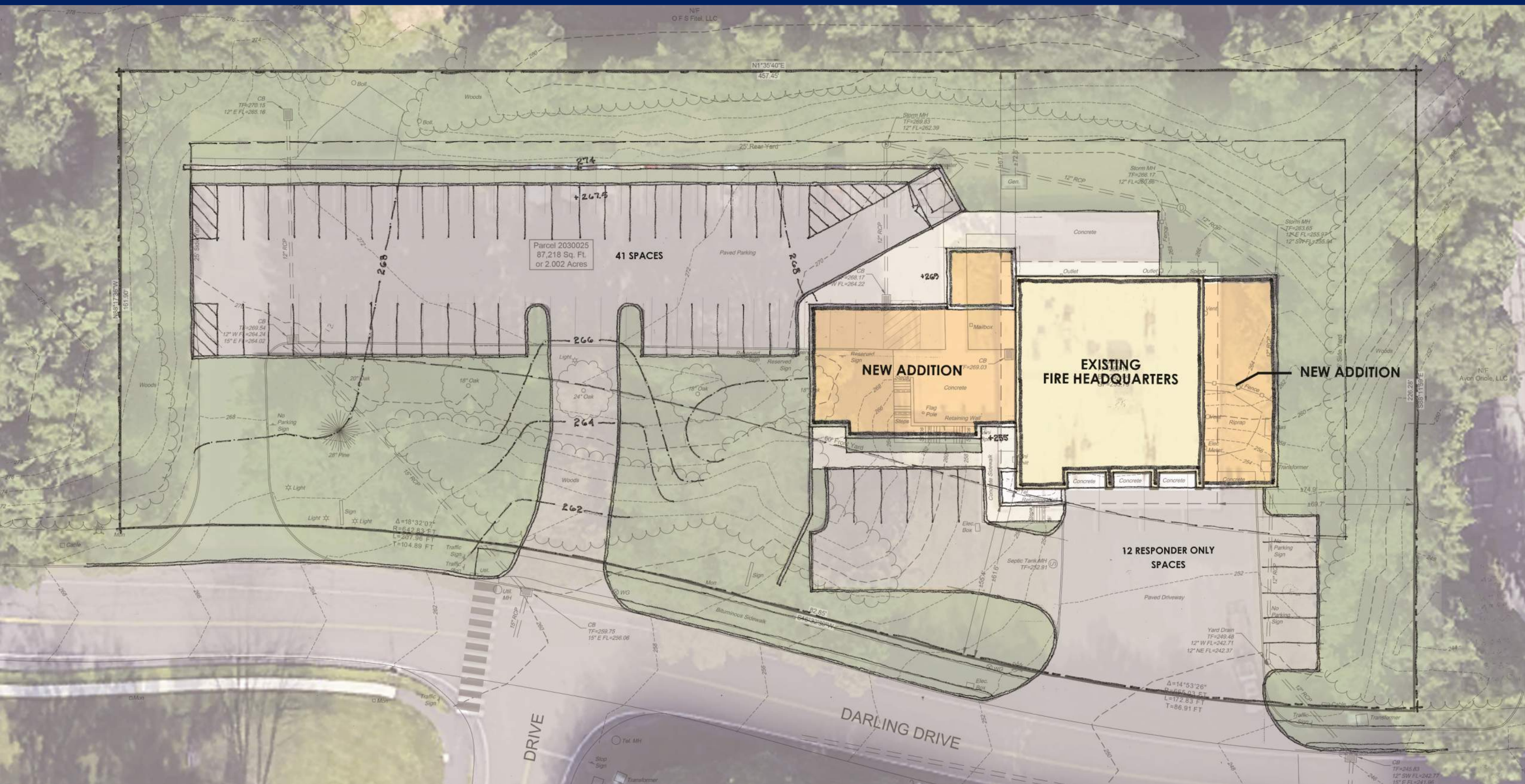
Company No. 1 Site Test Fit B



Company No. 1 Site Test Fit C



Company No. 1 Site Test Fit D



The background image shows a fire station with a light-colored, gabled roof and brick pillars. Three fire trucks are parked in front of the station. The first truck on the left is red and white, with "WEST END" on the front. The second truck is also red and white. The third truck is white with red accents. Above the trucks, signs on the station wall read "ENGINE 14", "TANKER 5", and "LADDER 12".

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Company No. 3 Space Use Program

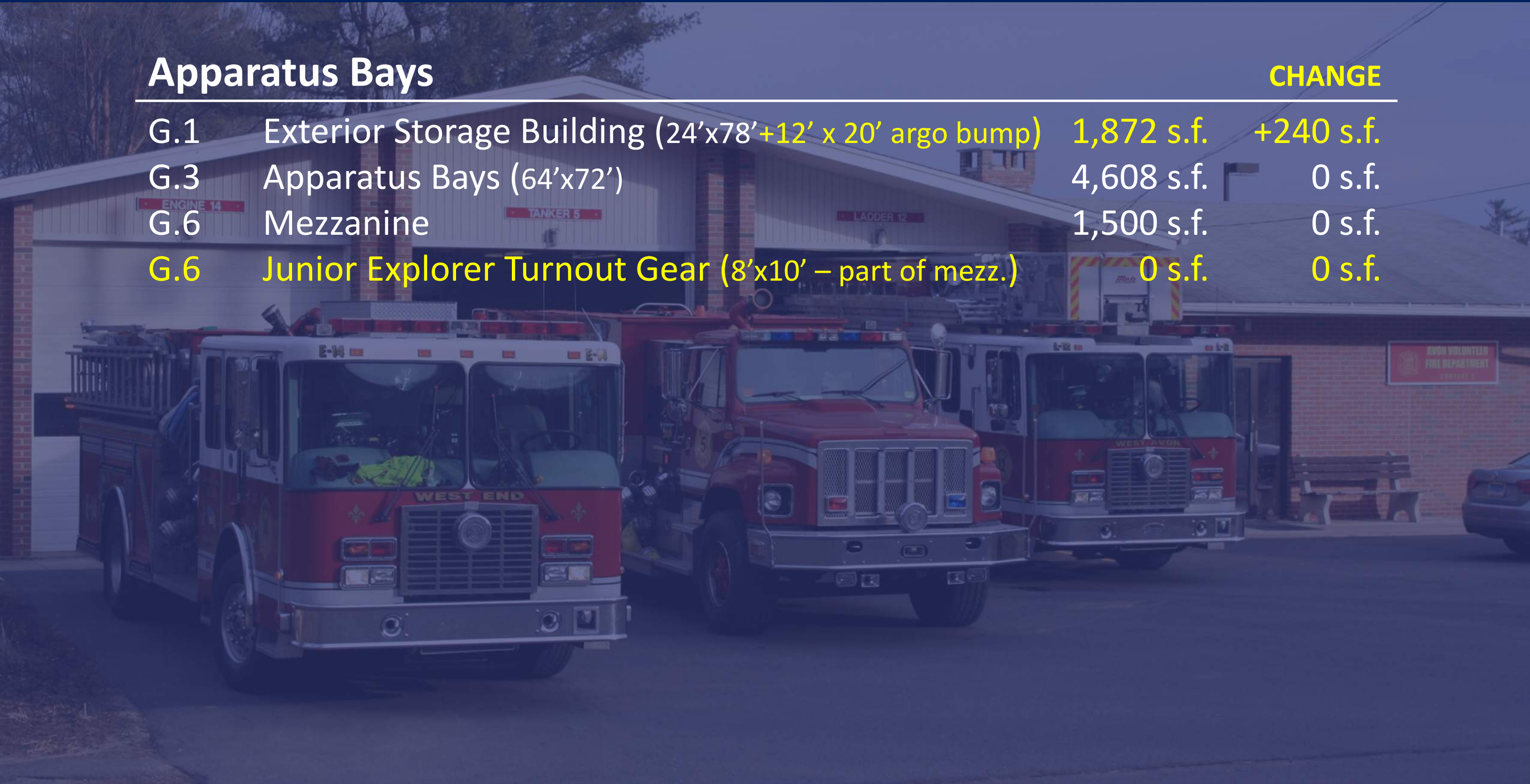
March 13, 2024

Company No. 3 Space Use Document - DRAFT

Apparatus Bays

CHANGE

G.1	Exterior Storage Building (24'x78'+12' x 20' argo bump)	1,872 s.f.	+240 s.f.
G.3	Apparatus Bays (64'x72')	4,608 s.f.	0 s.f.
G.6	Mezzanine	1,500 s.f.	0 s.f.
G.6	Junior Explorer Turnout Gear (8'x10' – part of mezz.)	0 s.f.	0 s.f.



Company No. 3 Space Use Document - DRAFT

Firematic Support

CHANGE

H.1	Firematic Storage Room #1	180 s.f.	0 s.f.
H.2	Fire Prevention Storage	120 s.f.	0 s.f.
H.3	Mechanic Work Room	144 s.f.	0 s.f.
H.4	Firematic/Decon Laundry	168 s.f.	0 s.f.
H.5	Centralized EMS Storage	96 s.f.	0 s.f.
H.6	Air Room (SCBA)	216 s.f.	0 s.f.
H.7	Turnout Gear Room	350 s.f.	0 s.f.
H.8	Turnout Gear Quartermaster	80 s.f.	0 s.f.
H.9	Hose Storage	144 s.f.	0 s.f.
H.10	Response Desk (Recess)	12 s.f.	0 s.f.
H.11	Apparatus Bay Restroom	70 s.f.	0 s.f.
H.12	Hot Zone Transition Area	80 s.f.	0 s.f.

Company No. 3 Space Use Document - DRAFT

Firefighters

CHANGE

J.1	Firefighters' Day Room/Kitchenette/Dining	850 s.f.	0 s.f.
J.3	Pantry	64 s.f.	0 s.f.
J.4	Exercise	740 s.f.	0 s.f.
J.5	Private Entry	42 s.f.	0 s.f.
J.6	Bunk Rooms (4)	480 s.f.	0 s.f.
J.7	Officer's Bunk	120 s.f.	+120 s.f.
J.8	Lockers	250 s.f.	0 s.f.
J.9	Changing Rooms	50 s.f.	0 s.f.
J.10	Bath/Showers (3)	225 s.f.	0 s.f.
J.11	Study Room/Office	160 s.f.	+16 s.f.
J.12	Quartermaster	80 s.f.	0 s.f.
J.13	Laundry	60 s.f.	+60 s.f.

Company No. 3 Space Use Document - DRAFT

Administration

CHANGE

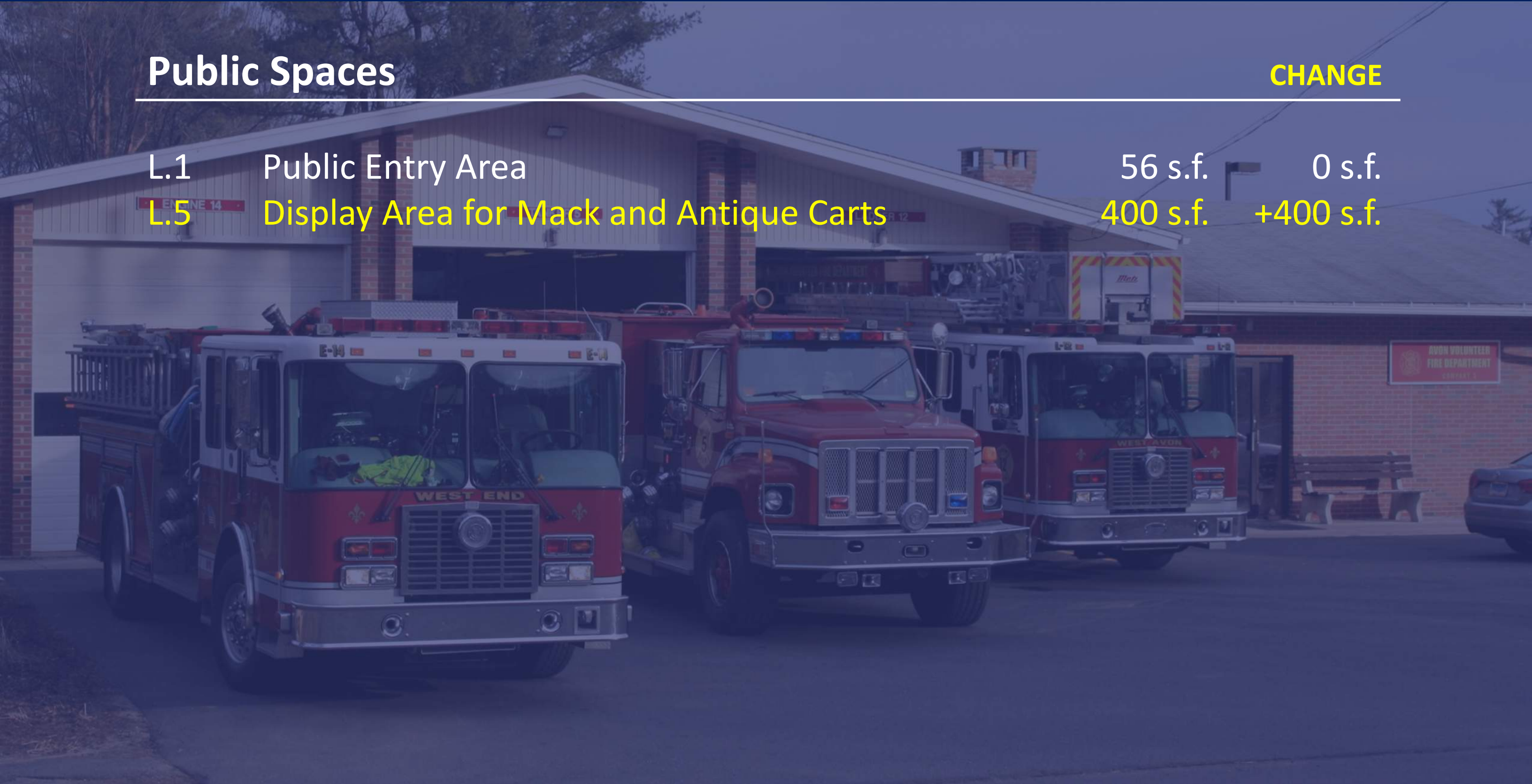
K.1	Training Classroom	1,000 s.f.	0 s.f.
K.2	Training Room Storage	80 s.f.	0 s.f.
K.9	Company Captains'/Lieutenants' Office	200 s.f.	0 s.f.
K.14	Rated History Storage Room	100 s.f.	0 s.f.
K.15	Network/IT	64 s.f.	0 s.f.
K.16	Restrooms (2)	150 s.f.	0 s.f.

Company No. 3 Space Use Document - DRAFT

Public Spaces

CHANGE

L.1	Public Entry Area	56 s.f.	0 s.f.
L.5	Display Area for Mack and Antique Carts	400 s.f.	+400 s.f.



Company No. 3 Space Use Document - DRAFT

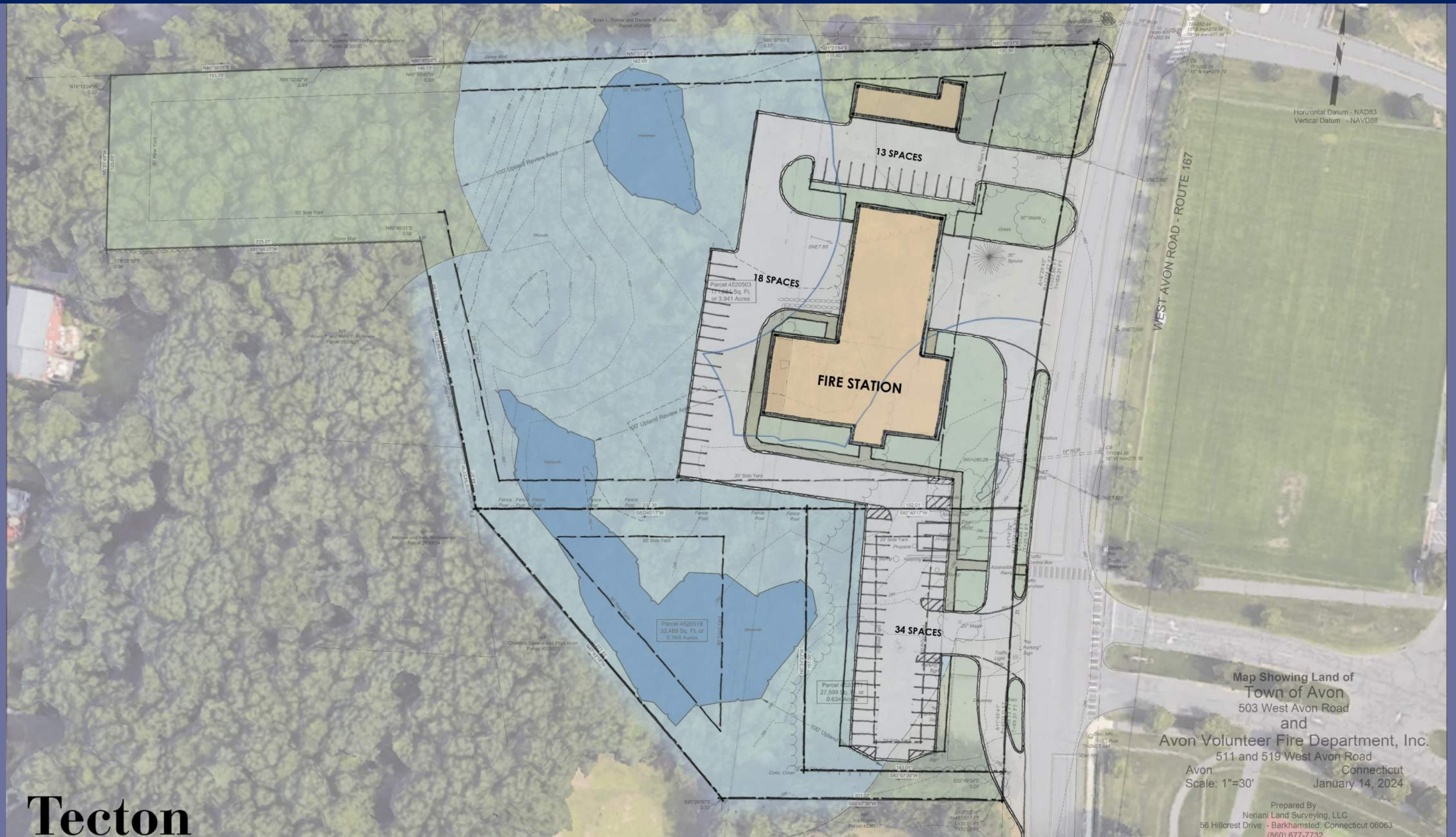
Miscellaneous Spaces

CHANGE

M.1	Custodial Closet	40 s.f.	0 s.f.
M.2	Housekeeping Storage	80 s.f.	0 s.f.
M.3	Mechanical Room	400 s.f.	0 s.f.
M.4	Electrical Room	200 s.f.	0 s.f.
M.5	Explorer Storage	64 s.f.	0 s.f.

Subtotal (Net) Square Footage:		15,835 s.f.	+836 s.f.
Net to Gross Adjustment:	25%	3,959 s.f.	+209 s.f.
Total (Gross) Square Footage:		19,794 s.f.	+1045 s.f.

Company No. 3 Site Test Fit





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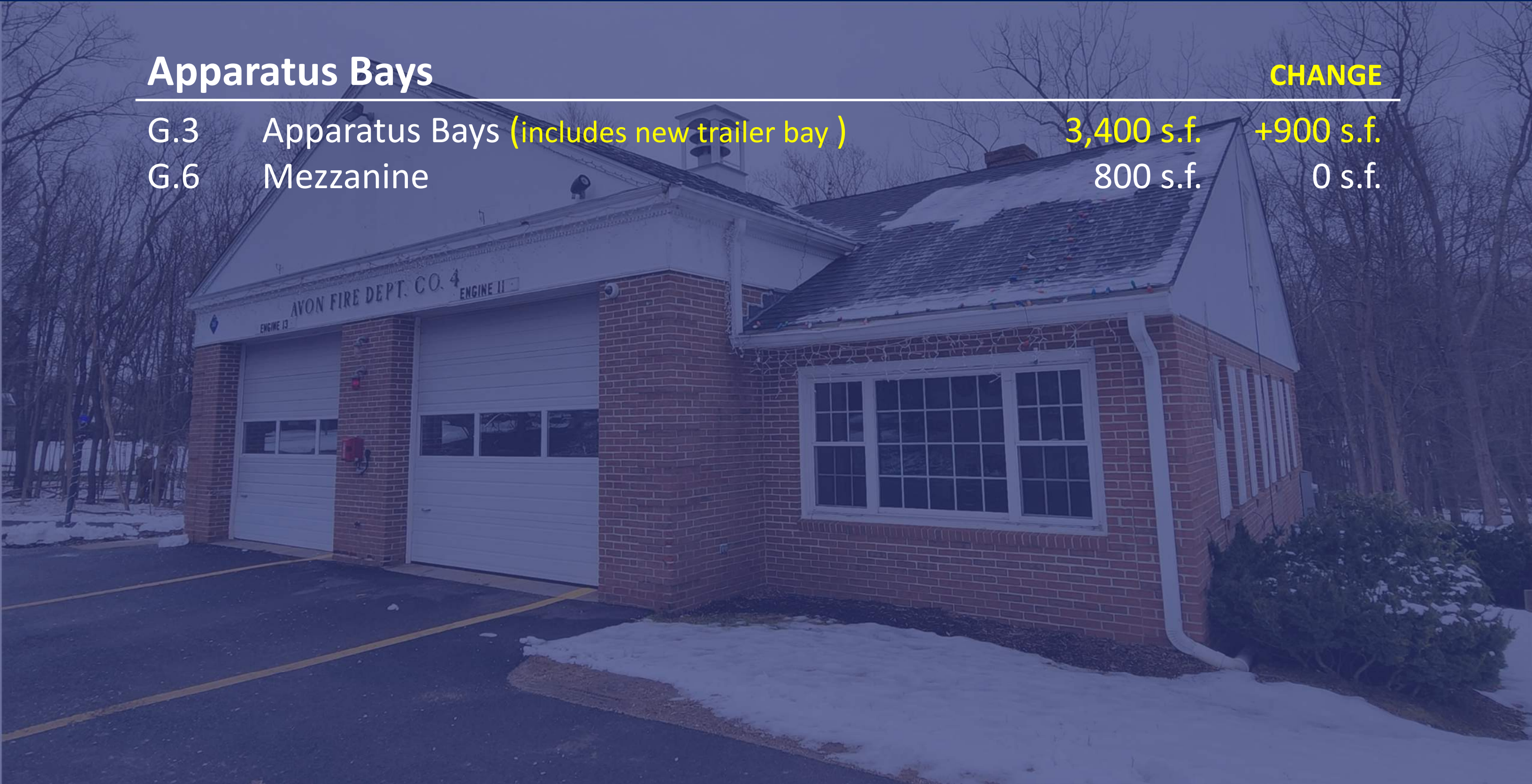
Company No. 4 Space Use Program

March 13, 2024

Company No. 4 Space Use Document - DRAFT

Apparatus Bays

			CHANGE
G.3	Apparatus Bays (includes new trailer bay)	3,400 s.f.	+900 s.f.
G.6	Mezzanine	800 s.f.	0 s.f.



Company No. 4 Space Use Document - DRAFT

Firematic Support

CHANGE

H.1	Firematic Storage Room #1	100 s.f.	0 s.f.
H.3	Mechanic Work Room	144 s.f.	0 s.f.
H.4	Firematic/Decon Laundry	168 s.f.	0 s.f.
H.6	Air Room (SCBA)	80 s.f.	0 s.f.
H.7	Turnout Gear Room	250 s.f.	0 s.f.
H.9	Hose Storage (Recess)	16 s.f.	0 s.f.
H.10	Response Desk (Recess)	12 s.f.	0 s.f.
H.11	Apparatus Bay Restroom	70 s.f.	0 s.f.
H.12	Hot Zone Transition Area	80 s.f.	0 s.f.

Company No. 4 Space Use Document - DRAFT

Firefighters

CHANGE

J.1	Firefighters' Day Room/Kitchenette/Dining	850 s.f.	0 s.f.
J.3	Pantry	64 s.f.	0 s.f.
J.4	Exercise (small 14x14 for TRX, universal, treadmill)	196 s.f.	+196 s.f.
J.5	Private Entry	42 s.f.	
J.6	Bunk Rooms (2)	240 s.f.	
J.8	Lockers	250 s.f.	
J.9	Changing Rooms	50 s.f.	
J.10	Bath/Showers (2)	150 s.f.	
J.11	Study Rooms/Offices (2 – 8x10 small offices)	160 s.f.	+64 s.f.
J.13	Laundry	60 s.f.	+60 s.f.

Company No. 4 Space Use Document - DRAFT

Administration

K.9	Company Captains'/Lieutenants' Office	200 s.f.	0 s.f.
K.15	Network/IT	25 s.f.	-39 s.f.

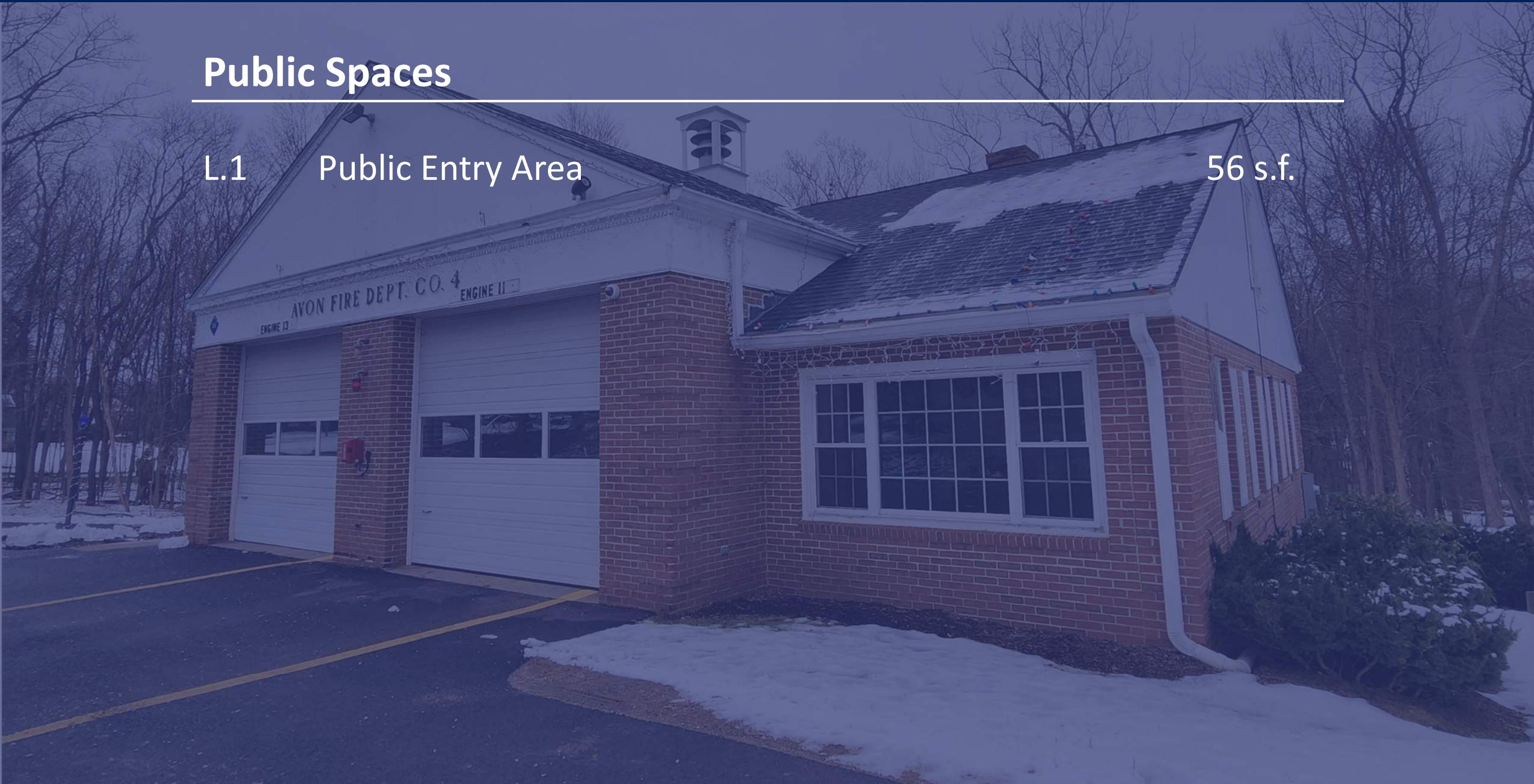


Company No. 4 Space Use Document - DRAFT

Public Spaces

L.1 Public Entry Area

56 s.f.



Company No. 4 Space Use Document - DRAFT

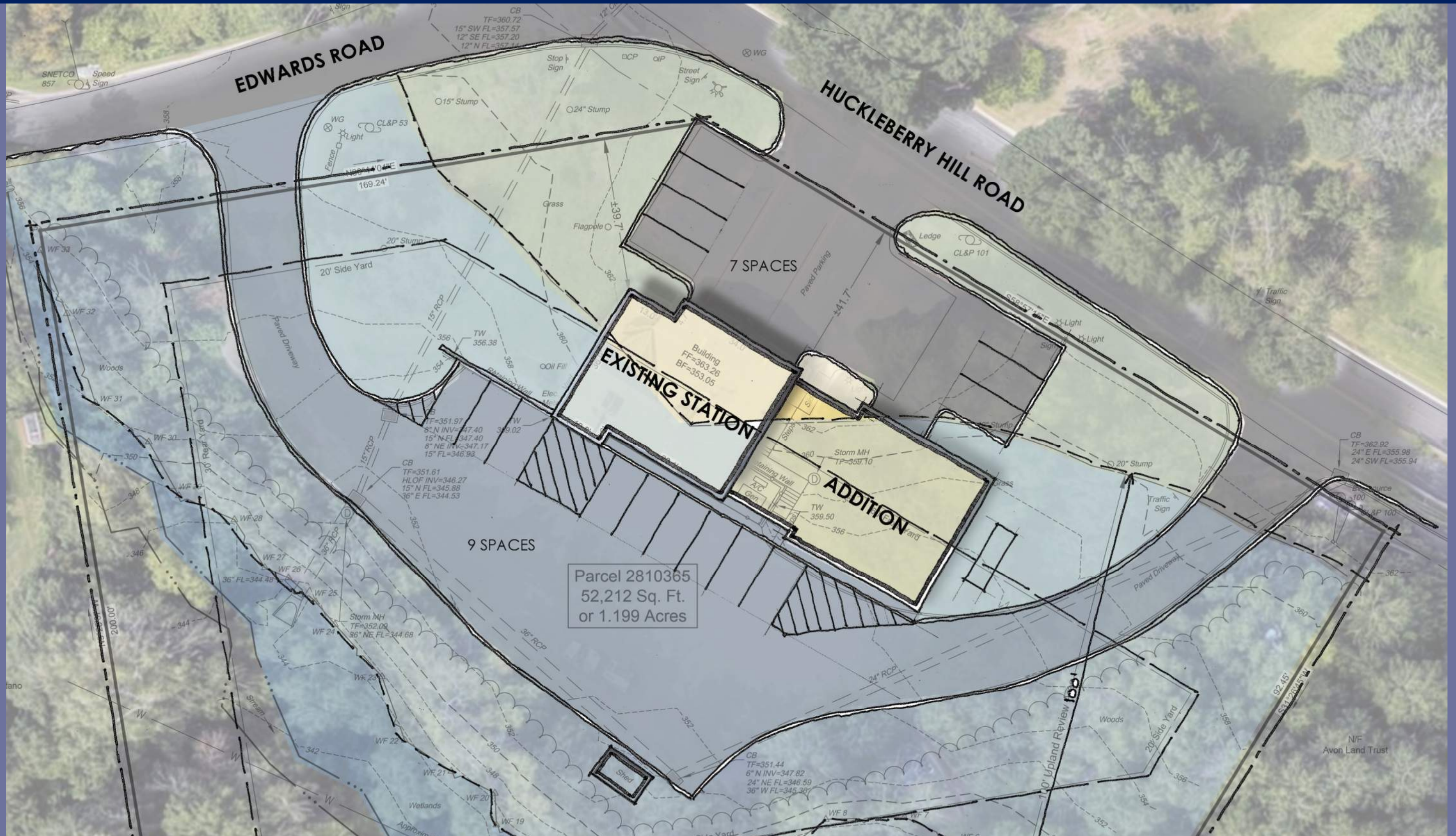
Miscellaneous Spaces

CHANGE

M.1	Custodial Closet	40 s.f.	0 s.f.
M.2	Housekeeping Storage	80 s.f.	0 s.f.
M.3	Mechanical Room	180 s.f.	0 s.f.
M.4	Electrical Room	180 s.f.	0 s.f.
M.6	Elevator	112 s.f.	+112 s.f.
M.7	Egress Stair (1) new each floor	360 s.f.	+360 s.f.

Subtotal (Net) Square Footage:		8,415 s.f.	+1653 s.f.
Net to Gross Adjustment:	25%	2,104 s.f.	+413 s.f.
Total (Gross) Square Footage:		10,519 s.f.	+2,066

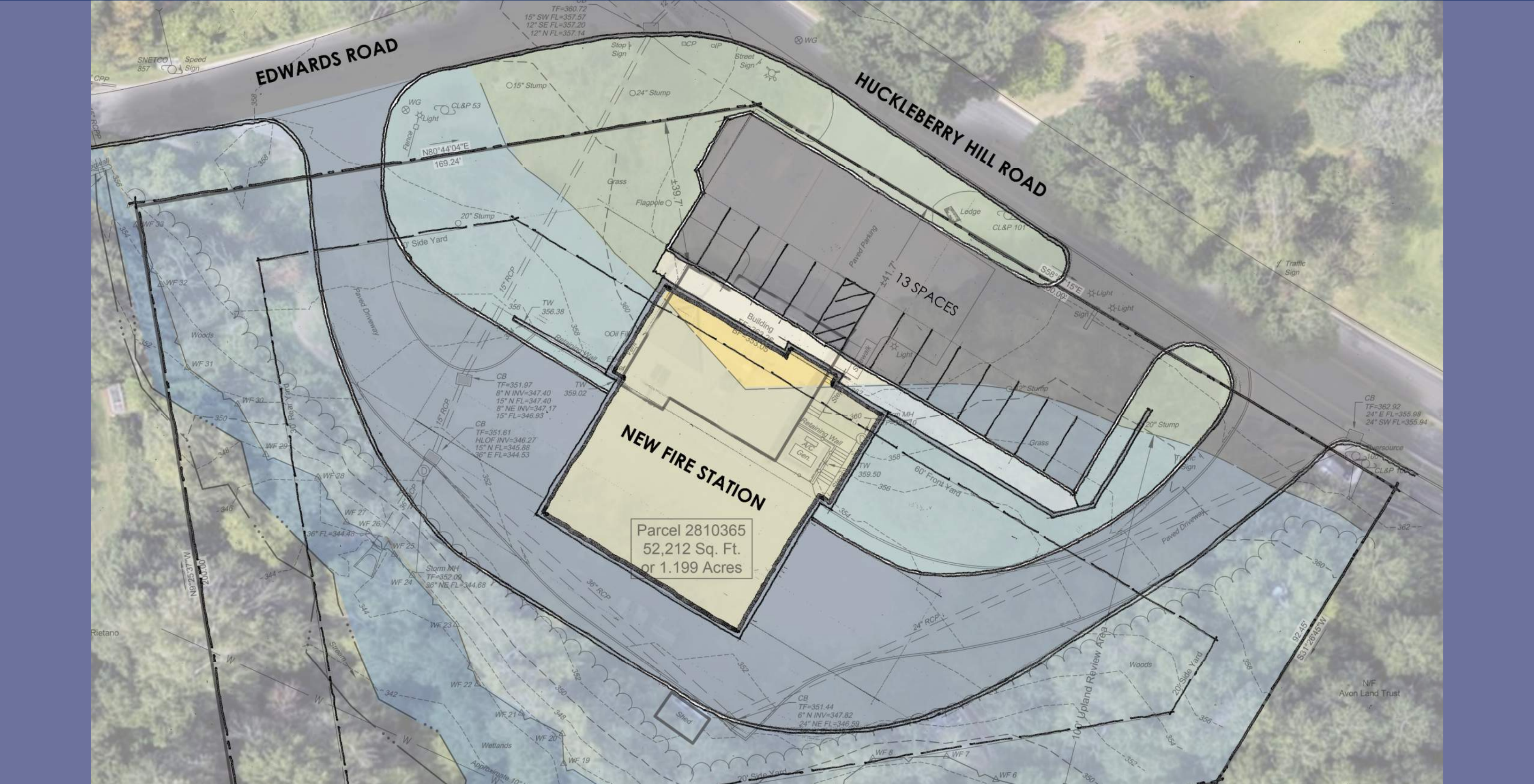
Company No. 4 Site Test Fit A



Company No. 4 Site Test Fit B



Company No. 4 Site Test Fit C



The background of the slide features a close-up of a hand holding a pen, with the hand and pen rendered in a dark, muted blue color. Overlaid on this image is a semi-transparent dark blue horizontal band. Within this band, the text 'Tecton ARCHITECTS' is centered in a white serif font. Below this band, the words 'THANK YOU!' are centered in a large, bold, white sans-serif font. Further down, the text 'Q & A' is centered in a white serif font. The bottom portion of the slide is a solid dark blue. Faint, light blue text is visible in the background, including 'CRIME CAUSATION / CRIME RATE / LACK', 'ROOT CAUSES / INEQUALITY', 'ABUSE / LOW', 'OWNERSHIP / CARE', 'INPUT / ACCOUNTABILITY', 'PROACTIVE ENGAGEMENT /', and 'TRUST / OPPORTUNITIES'.

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THANK YOU!

Q & A