

Town of Seekonk  
South End Fire Station  
Building Committee

Committee Members Attendance:

David Viera (Chairman)    Michael Bourque (Vice Chairman)    Nicholas Rondeau (Clerk)  
 David Sullivan (Member)    James Tusino (Member)

Other Attendees:

Chief Rave   K. Laprade   D. Young

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Meeting Date: 10/8/2020      Time: 7:00 PM

Open the meeting at 7:12pm,

First, the building needs to be removed. Will have to figure out what that process is. And will have to determine the cost and where the money will come from. Building in question is located at 69 School St, the Old Seekonk Schools Administration Building.

There is a lot behind the property that would be good to try and obtain as well as to the side of the property. The lot behind 69 School St, is to the North West of the lot in question, which is owned by the Seekonk Housing Authority. The building in front of the lot is also owned by the Seekonk Housing Authority. Possibly use that rear lot for parking.

Due to the size of the lot and property we are still looking into either building a combined Fire Station and Communications Center building or look into the option of a separate building at another location for the Communications Center.

Chairman Viera mentioned the Swansea FD's Fire Station 4 on Route 6, has a double bay drive through, which is a basic starting point as an example fire station.

Discussion regarding an elevator and cost for possibly putting a Communications Center on the second floor. Might be better to have the Fire Fighter's bunk rooms, living area, etc on the second floor and the Communications center on the first floor. If we have the Fire Fighter's living area on the second floor we might not have to have an elevator in the building.

Prepare the bid documents for an architect.

Letter received from Town Admin Cadime, regarding bids for OPM, and the process. The committee will have to follow the procedure mentioned in the letter from Town Admin. Cadime, and then will have to be presented to Board of Selectmen. See attached letter.

First step would be to have an advertisement created to put before the Board of Selectmen for approval to post to obtain possible OPMs.

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Motion made by D. Sullivan, 2<sup>nd</sup> by M. Bourque, to request the Board of Selectmen to advertise for an OPM (Owners Project Manager); and to have included the mention of prior experience in Fire Station and/or Public Safety Buildings preferred. (Request from Chairman Viera to have Clerk Rondeau contact Mr. Cadime to review and setup the advertisement). Vote: (5) Yea, (0) Nay, (0) Abstentions

There was additional discussion regarding the modular building at the North End Fire Station. It was mentioned that the Building Standards might have changed in regards to security and safety for public buildings related to Public Safety especially in relation to the recent events since the building of the North End Fire Station and the Public Safety Complex. Member Sullivan stated was reviewing recent information regarding new recommendations from Department of Homeland Security referencing the security and safety of public safety buildings.

The committee discussed an estimated amount of parking needed could include up to 2-3 dispatchers and one Director of Communications and at least 4 Fire Fighters to begin with. During shift change there could be 3 Dispatchers coming off duty and 3 Dispatchers coming on duty, 4 Fire Fighters going off duty and 4 Fire Fighters coming on duty, and 1 Director of Communications coming on duty, at the 0800hrs shift change. For a total of 15 people which means 15 vehicles to start off with.

As our town is growing and the two agencies are growing we need to plan for more personnel. There was a discussion to plan for the future growth of both agencies to include the possibility of at least 8 Fire Fighters going off duty and 8 Fire Fighters going on duty (which would be 4 apparatus running out of the station with 2 Fire Fighters per apparatus), and 6 Dispatchers going off duty and 6 Dispatchers going on duty add the Director of Communications and possibly one or two other positions that could be created in the future (meaning 15 to 20+ years down the road) for a total of 29 to 31 personnel and vehicles.

Chief Rave mentioned that even though this is a South End station the responses and coverage are to cover the whole town. When other station apparatus are on other calls the South End station will cover those calls. This station does not only benefit the southern part of the town but also the center and northern parts of the town.

Clerk Rondeau mentioned the concept of single bunk rooms for each Fire Fighter. And a communal or intermutual Locker room where everyone will have a locker to store there personal belongings. Which means the lockers won't be in the bunk rooms which provides the option for a smaller bunk room. One room per Fire Fighter (bed, night table with lamp, chair, table or shelf desk for personnal items). Individual bunk rooms are a huge benefit especially in the event of future COVID type events/incidents and other potential issues in the future. Attendee - K Laprade had heard from another agency that the single rooms 1 Fire Fighter per room and then a communal Locker room is a good idea.

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Chairman Viera requested from Chief Rave to have a list and estimated square footage provided for the next meeting. Also, Clerk Rondeau requested possible apparatus storage planning for the future.

There was mention also made regarding the need and placement of a septic system for Fire Fighter personnel, dispatch, and other people who might enter or use the building.

Chief Rave mentioned it would be beneficial to have a second SCBA Compressor system in town and to have it in the south end of the town.

If the Communications Center is staying in the building then a second story building will be needed. Chief Rave mentioned this building that is being talked about is similar station size to East Providence Fire Station 4 which was recently remodeled with an additional apparatus bay added.

It was stated again by a member that we need to plan for the needs of the Agencies this building will be built for and for the needs of the Town. We need to make sure the requirements of the building are for the present and the future of the Agencies and of the Town. We need to make sure we are providing the Agencies, personnel, and the Town with the best functioning building which, will last for years to come. While being financially responsible.

Attendee – K. Laprade mentioned having two staircases in the building if there is a second floor so that personnel are not trapped if one of the staircases is blocked.

Chief Rave mentioned the most common rooms should be on the first floor where the Fire Fighters are most of the time during the day; the day room, kitchen, reports room.

Chief Rave and Attendee – K. Laprade also mentioned a workout room, Conference room/Training room.

Discussion to look into grants, federal, state aid or help.

Vice Chairman Bourque will contact Planning and Building Inspector to obtain the setbacks and other requirements of the School St. lot.

Next meeting: Date: 10/22/20            Time: 7:00pm

Topics to include but not limited to:

Layout of the property.

List of needs.

Director Days' needs of the Communications Center.

Request for the Assessor's lot.

Motion to adjourn made by Member Sullivan, 2<sup>nd</sup> by Vice Chairman Bourque. All in favor: (5) Yea. End at 8:46pm.



# Town of Seekonk

## Massachusetts

### Town Administrator

**SHAWN E. CADIME**  
TOWN ADMINISTRATOR

**CAROL-ANN DAYS**  
ASSISTANT TOWN ADMINISTRATOR

October 8, 2020

Dear Building Committee,

Unfortunately I am unable to attend tonight's South End Fire Station Building Committee meeting, due to an already scheduled Senior Center Building Committee meeting, where building design plans will be reviewed for the building project. I want to provide the Committee with some guidance on what the next steps would be for the project.

1. Bid for OPM Services.

Before contracting for design services in connection with a public building contract that is estimated to cost \$1.5 million or more, our jurisdiction must contract with or assign a qualified OPM to serve as our jurisdiction's agent during the project.

M.G.L. c. 149, § 44A½, contains the following provision regarding the duties of the OPM: The duties of the owner's project manager shall include, but need not be limited to, providing advice and consultation with respect to design, value engineering, scope of the work, cost estimating, general contractor and subcontractor prequalification, pursuant to section 44D½ or 44D¾ when applicable, scheduling, construction and the selection, negotiation with and oversight of a designer and a general contractor for the project, ensuring the preparation of time schedules which shall serve as control standards for monitoring performance of the building project, and assisting in project evaluation including, but not limited to, written evaluations of the performance of the design professional, contractors, and subcontractors.

2. Interview OPM firms based on submittals.
3. Recommend an OPM to the Board of Selectmen for contract award.
4. Bid for DESIGN SERVICES per M.G.L. c. 7C, §§ 44-58.
5. Committee and OPM evaluate Design Services RFQs.
6. Committee and OPM submit a recommendation for Design Services based on evaluation criteria to Board of Selectmen for contract award.

I will be available to further discuss at the Committee's next meeting.

Regards,

A handwritten signature in black ink, appearing to read "Shawn E. Cadime".

Shawn E. Cadime  
Town Administrator

100 Peck Street • Seekonk, MA 02771  
Phone: (508) 336-2910 • Fax: (508) 336-3137 • EMAIL [scadime@seekonk-ma.gov](mailto:scadime@seekonk-ma.gov)

**SEEKONK SOUTH SIDE FIRE STATION**

**FLOOR PLAN**

16" = 1'-0"  
01/13/2020



