

## Tenth Meeting Minutes of Strategic Planning and Readiness Center Committee

December 19, 2022

1. Administrative
  - a. Attendance rosters- PRESENT: Cait Grant-Dean of Workforce Development for YCCCC, Fire Chief Matt DuRoss, Fire & EMS Administrator Rod Hooper, County Manager Greg Zinser, Commissioner Richard Dutremble, Facilities Manager Rick deRochemont, Chief Deputy Jeremy Forbes, Adam Hartwig, Maine CDC, Michal Kaleta from Lassel Architects and Mason Rowell from Landry-French.

Excused: Major Nathan Thayer, Commissioner Donna Ring, EMA Director Art Cleaves, Deputy County Manager Linda Corliss, EMS Chief David Hamel and Buxton Police Chief Troy Cline, Fire Chief Rick Smith, Eric Wellman-YCCC EMS Department Head.
  - b. Approve minutes from 11/17/22 meeting  
County Manager Zinser motioned to approve the minutes. Facilities Manager Rick deRochemont seconded the motion. Vote – unanimous to approve.
2. Architect/Engineers
  - a. Introduce Landry-French-Mason Rowell, Vice-President of pre-construction informed all that Landry-French is based out of Scarborough. He explained that the role of Landry-French will be to take the committee's work, costs, etc. to bid and then on site. Landry-French has built several local fire stations.
  - b. Cost estimates, timeline, if available- County Manager Zinser stated that it is estimated that the project will cost about \$15 million. We won't really know until we get past this phase and sign off on the plan and then go to full design development, he stated.
  - c. Permit process- County Manager Zinser informed all that we did submit a first permit-sketch plan review. He added that we were given a date in February. We will start working with the DEP and State Fire Marshall once we have the drawings, explained the County Manager. Michal Kaleta from Lassel Architects commented that there is still a possibility to present to the town sooner. County Manager Zinser added that we are still hopeful for early summer ground breaking. Permitting process will be the hang up if anything he added.
  - d. Site plan and floor plan updates/review- Michal reviewed the plans with the committee and explained that the elevator was moved to allow for more storage on the second floor. Chief Hooper commented that the evoc course encroaches wetlands so that might be a problem. Michal replied that they will start the process early with the DEP.

There were discussions with Chief Deputy Jeremy Forbes about the width of the evoc course. Chief Fire Administrator Hooper motioned to approve the floor plan as presented with two additions: bump out for storage for training bay and moving doors on second floor (off centered). Commissioner Dutremble seconded the motion. Vote is unanimous.

Michal explained that the next steps would be the design development that involves engineers and permitting entities. He added that some of this has already started. The next drawings presented to the committee will show what the building is made of and more information on costs, stated Michal.
3. CDS Request Status  
Still waiting on Congress

Chief Hooper explained that we are still waiting for congress to pass a budget. Senator King's office wanted quotes from myself, Greg and the Sheriff so hopefully they're getting ready to do something, stated Chief Hooper.

County Manager Zinser informed all that they recently met with Landry French's finance team and that those rooms will need to be picked apart to figure out what we can use the grants for. This will be very specific and we will need to create sub-projects within the projects.

4. Training Tower Vendors  
WHP: On-line presentation done on 11/17

Rod met online another company with towers.

5. Recent Field Trips
  - a. Planning trip to Brookline MA to see a WHP burn/tower  
Chief Fire Administrator Hooper explained that the fire chief in Brookline is open to us visiting. He added that he will send out an e-mail to pick a date (for this visit).  
Chief Hooper stated that at some point we need to regroup and decide what tower we want. Chief DuRos asked if there was a deadline? County Manager Zinser replied that we are yet to decide who owns the burn tower. Will it be part of the project or a separate RFP?  
So far, the burn tower was not contemplated as part of this project.  
Chief Hooper commented that he thinks we should do it as part of this process. Some of these items (burn room) would have to be integrated into this project such as the foundation.  
Michal explained from a civil engineering sense. We would need to provide the gas line to the tower while we are pouring the asphalt. WE would have to organize all the prep for the burn towers to be there. Michal suggested to at least consider the burn tower design as part of this project. Mason Rowell from Landry French agreed that it should be wrapped into the whole project.  
Michal added that the presentation from Lyon on the layout (of the burn tower) was very dependent on the type of burn tower picked.  
Mason Rowell advised that the base specifications be pinned down soon.  
Chief Hooper stated that different vendors had different products.  
County Manager Zinser suggested the group look at one (tower) in Brookline first.  
Chief Hooper stated that Rod that they would prefer 4 stories. He added that they can make a decision by February as to what vendor they'd like to order the burn tower from.  
County Manager Zinser suggested they have conversations with some of the other chiefs to see what they would like.  
Michal stated that it made sense to select the vendor first before we start the design. He explained that the design comes from the vendor and drives the location of utilities. It is best that this vendor is selected before we create the design set.

Chief Hooper gave an update on the 1<sup>st</sup> Responder Foundation. He informed all that they met with their accountant and the charitable status is being worked on. According to the accountant, the IRS is behind so this could take months, but we do need to get the Commissioners on board, stated Chief Hooper.

County Manager Zinser asked if the attorney is working pro-bono?

Chief Hooper replied yes, for now until when we get to the part where we need to pay for IRS. So far, he is donating his time. Chief Hooper added that the bank accounts are in place and the logo is almost done.

Chief Hooper continued that they hope to have an agreement with Hanson Memorial (brick company) by February for sponsorship packets to be set up to help raise money. This will be mostly for equipment, things the academy is going to need.

We need to understand better donations for law enforcement.

County Manager Zinser added that Chief Hooper spent a lot of time last week putting classes into spreadsheet format. It looks like approximately \$270,000 to do all of these trainings every year. We need to concurrently be working on the operational model, commented County Manager Zinser. He added it will be approximately \$600,000 to operate this project. This includes all training. We need to integrate more with the community college and local programs. Also, there will need to be more discussions on funding sources, i.e. general taxation, sponsorship type things? This discussion should also include what is a fair and equitable way that towns buy into this such as maybe partial taxation and partial dues.

Commissioner Dutremble stated that he is wondering where the line is between what the county buys and what the foundation funds.

County Manager Zinser replied that he has been discussing with our attorney.

CDC Liaison Adam Hartwig asked if it is \$600,000 just to offer curriculum or staffing?

County Manager Zinser explained that he has to meld the budgets together. He added that he estimates around \$550,000 that included some training, all personnel, rounding up to \$700,000 to include all. I think we included \$100,000 for training, explained the County Manager.

County Manager Zinser explained that this is all inclusive and that doesn't include our conversations with the college.

YCCC Dean of Workforce Development Cait Grant stated that she can share our costs.

Fire Chief Matt DuRoss asked wouldn't (monies) that be recouped in training?

Chief Hooper explained that EMS training has to be through the community college with the class held here (at new training facility).

Chief Hooper added that we also need to coordinate with District 1 training regarding law enforcement.

County Manager Zinser suggested that they talk with Cait and Eric and YCCC's president about how we move that forward.

Commissioner Dutremble commented that we need to make sure the budget committee is aware of this project as P.R. is important.

County Manager Zinser suggested that each fire and police chief talk to their budget committee representatives to get them on board.

County Manager Zinser commented that we need to ask the chiefs what is the operational model they would prefer.

Chief Deputy Forbes will bring up at the next District 1 meeting.

6. Next meeting date

It was decided that the next meeting date will be Friday, February 3<sup>rd</sup> at 8:30 a.m.