**FIRE STATION # 2 REHAB / RENOVATION COMMITTEE**

**MEETING MINUTES**

**HARWICH FIRE HEADQUARTERS – TRAINING ROOM**

**175 SISSON RD, HARWICH MA 02645**

**TUESDAY OCT 17, 2017**

**2:30 PM**

I. CALL TO ORDER and PLEDGE of ALLEGIANCE

II. ROLL CALL: Craig Chadwick, Joe McParland, Sean Libby, John Clarke, Scott Tyldesley (via Facetime 2:30pm-3:25pm), and Joe Rego

 AD HOC: Norm Clarke, Dave LeBlanc, and Charleen Greenhalgh.

 Architects: Zach Silva and Todd Costa

 Public: Bill Galvin

III. CONSENT AGENDA

1. MOTION to APPROVE MINUTES of OCT 10, 2017 MEETING - Rego - 2nd Libby. Vote Unanimous

IV. OLD BUSINESS

1. KBA BI-WEEKLY STATUS REPORT
2. ON GOING REVIEW - SPACE NEEDS ASSESSMENT
3. REVIEW of SCHEMATIC DESIGN OPTIONS

V. NEW BUSINESS

 A. PRESENTATION on RECOMMENDED DESIGN OPTION

 MOTION - To to go forward with New Construction Option and present this option to the BOS. Rego - 2nd Libby. Vote Unanimous. 3:10pm

 B. DISCUSSION of APPROACH/PREPARATION (including documents and materials) for presentation of design options & recommendation to Town Administration & Board of Selectmen.

 C. DETERMINE MEETING SCHEDULE through end of 2017

 October 30, 2017 BOS meeting to Present 6:30pm Griffin Room, Town Hall.

 November 7, 2017 Committee meeting 2:30pm Training Room, Harwich Fire Headquarters. Meetings to be scheduled every 2 weeks after.

 D. REVIEW of OPEN MEETING LAW GUIDELINES updated Oct, 6, 2017

Per the Attorney General’s Office: The Committee may hold an open session for topics not reasonably anticipated by the Chair 48 hours in advance of the meeting following “New Business”. If you are deaf or hard of hearing or a person with a disability who requires an accommodation, contact the Selectmen’s Office at 508-430-7513.

AUTHORIZED POSTING OFFICER

Joe Rego, Secretary

Nov 27, 2017