

**TOWN OF LAKEVILLE  
FIRE STATION BUILDING COMMITTEE  
December 6, 2023 – 6:30 PM  
Lakeville Public Library  
4 Precinct Street, Lakeville, MA**

On December 6, 2023, the Fire Station Building Committee held a meeting at 6:30 PM at the Lakeville Police Station Meeting Room. The meeting was called to order at 6:30 PM by Chairman Lorraine Carboni. Members present: Lorraine Carboni, Ari Sky, Nathan Darling, Peter Conroy, Matthew Simon, Michael McCullough, and Fire Chief Michael O'Brien. Member Larry Kostant attended virtually. Not present: Member Kate Shing. Also present: Taylor MacDonald, Owner's Project Manager (OPM), Mark Saccoccio, Principal and Kyle Robinson, Project Architect with Saccoccio & Associates Architects. LakeCAM was recording the meeting for broadcast.

**Update on Saccoccio & Associates Architects Contract Status**

Mr. MacDonald (OPM) reported that he has been working with Saccoccio & Associates on a proposal, which he sent to Chairman Carboni and Member Sky (Town Administrator). The proposal is for phase one design services and covers early schematic design, estimating, budget development, and geotechnical services. Mr. MacDonald recommended the proposal for approval and has started to rough out the contract with the Town and will put it together for the Town for signature. He said that this will get the project to the point where they will have a full estimate, schematic design, geotechnical services, civil design, and a rough idea of MEP services for the building. Mr. MacDonald advised that once a site is selected, he will get a proposal from Saccoccio & Associates to go through construction of the project. Chairman Carboni told committee members that she would provide them with copy of the signed contract.

**Discuss Project Design with OPM and Project Architect**

Mr. Saccoccio talked about needing a contract before being able to engage his subcontractors. He handed out his company's generic program booklet, which he said is the template for the design of the building. He said he would like to meet with Chief O'Brien and perhaps a small group to go over the booklet in detail. The committee discussed establishing a working group that can meet with the design team during the daytime. Chairman Carboni asked if any committee members would be interested in participating in the working group. Member Simon and Member Kostant expressed interest. Chief O'Brien will have some of his staff participate. The first [nonpublic] working group meeting was scheduled for December 18, 2023, at 2:00 PM in the Fire Station meeting room.

Upon a motion made by Member Darling and seconded by Member Conroy, it was:

**VOTED:** To appoint Committee members Chief O'Brien, Matthew Simon, and Larry Kostant to be part of space needs assessment subcommittee in order to flush out the space required for the Fire Station.

Unanimous in favor

Mr. MacDonald will send a meeting invitation to the working group members. Mr. Saccoccio asked the committee to give some thought to the goals and aspirations of the building, and if there is anything that they want to stand out.

### **Continue Site Location Discussion and Considerations**

Member Sky stated that all three (3) potential site locations are on park land. He said the Town owns the land and the Parks Commission manages the land. He noted that all the sites are on the perimeter of the park land. Member O'Brien said he would like to see a roadmap to site selection and that it's tough to move forward without a final decision on the site. Member Darling stated that when looking at this, we are being cognizant of distance and densities. To the north there is an increase in density, more call volume. He said he believes the Parks Commission's primary concern is whether the committee has evaluated and looked at other sites. He said that he and Chief O'Brien have spent some time looking. He said the committee must be able to say that we've looked at other sites, and there is nothing available. The fire station needs to be near the hub of Lakeville. Member Darling noted that another concern of the Parks Commission is optics. There is a large population of kids playing in the park. He stated that having the Police and Fire Stations next to the park helps to protect the kids. Member Darling said that he believes the committee should continue the conversation with the Parks Commission by attending their meetings, being respectful, and asking for their input as to which site is least impactful to the Parks, while still doing what is best for the Town. Member Darling said he is very familiar with the property in this area and what's available. He added that if the committee identifies space needs and parking spaces, and if it's a 3-acre site, it's going to narrow down availability. He said there is a lot of "Zone A", septic systems to drinking water supplies and natural heritage implications that we need to work through. He recommended that the committee look at a small circle [of where it is in the best interest to put the fire station] and then start ruling out properties. Mr. MacDonald agreed and said you pick the ideal best spot for the station and mark a point there. You want to be within one or two miles of this point, so you draw a circle and look at this area. Chairman Carboni said she would like to see a graphic of the circled area with the dot in the middle on a map. Mr. Saccoccio said he can help with that. Mr. MacDonald said the quickest way to get more conversation with the Parks Commission is to provide a footprint of the building with some early layouts of what a parking lot structure might look like. He suggested showing the Parks Commission a plan of exactly what it would look like at the three sites. He added that they could do this *and* a site search [for the ideal location] on a parallel track. Mr. Saccoccio will work on a site selection matrix which will serve as the roadmap to site selection. Member Darling advised that he had staff gather soil logs on local septic systems. He said they triangulated the parks, and the soil is very similar throughout. He said that he also has wetland maps. Mr. MacDonald added that they have information from the police station as well. The committee discussed how they should proceed at Town Meeting on June 10, 2024. Member Sky said that they are better off just asking for design money, and when they go to Town meeting for construction, they can go with a bid cost out project. Mr. MacDonald recommended that they ask for design money to continue the design. He said if they are asked to get to that point [at a schematic level] earlier, there would be a lot of contingencies, because it will be difficult to predict the cost. He said they can make that decision

down the road when they have more information. Member Darling talked about the need to get information out to residents so they can see what the committee is doing. Chairman Carboni said she will work with the Select Board to make sure information continually gets added to the website. Member Darling stated that we see energy codes evolving and residents are interested in net zero. He said, when looking at site selection, they should look at exposure orientation, what is currently there for canopy, and look at renewable energy for the building.

### **Establish Milestone Schedule with Project Architect**

Mr. MacDonald said that once the contract with Saccoccio & Associates is signed, he will work with Mr. Saccoccio to lay out the process. He said they will provide a schedule to the committee.

### **Review and Possible Vote to Accept the Minutes of September 27, 2023**

Chairman Carboni noted that there was one error in the minutes where it read, “Vice Chair” Sky, instead of “Member” Sky.

Upon a motion made by Member Darling and seconded by Member Conroy, it was:

**VOTED:** To approve the Fire Station Building Committee minutes for September 23, 2023, as amended.  
Unanimous in favor

### **Old Business**

No old business

### **New Business**

No new business

### **Schedule Next Meeting**

Chairman Carboni anticipates a meeting in January. She will get back to the group with a date.

### **Adjournment**

Chairman Carboni adjourned the meeting at 7:33 PM.

### **List of Documents Provided at the Meeting**

Meeting Agenda  
Proposal from Saccoccio & Associates  
Saccoccio & Associates generic design template booklet