



**Williamsburg Public Safety Building Committee**  
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Meeting Minutes  
July 21, 2021  
via Zoom

Members present – Amy Bisbee; Jason Connell, Fire Chief; Mary Dudek; Dave Mathers; Jean O’Neil; William Sayre.

Members absent – Jim Ayres; Dan Bonham; Robert Reinke, Police Officer; Daryl Springman, Deputy Fire Chief; Denise Wickland, Chief of Police.

Associated participants present– Kevin Chrobak, Juster Pope Frazier Architects; Robert Todisco, Project Planning Professionals (P3).

Members of the public present – Phoebe Shaw, Charlotte Meryman.

Meeting was called to order at 6:01 pm

Review of Minutes: Minutes from July 14 were accepted.

Public Comments: Charlotte Meryman asked about saving existing trees. One large one on the western side of existing building is in the planned parking lot. Mr. Mathers replied that the roots have destroyed the asphalt. Mr. Chrobak said that the tree needs to come down to open up the public and police exits. Additional trees will be planted. Others expressed concern about the other large tree on the east side being an invasive species, Norway Maple. There are no plans to remove that tree, and others feel that since the Norway maple is not in the forest, the issue of reseeding is not a problem. Mr. Mathers will get input from the arborist. Ms. Meryman restated the need for public input.

Exterior Elevations: Mr. Chrobak shared updated elevations. The plan honors the historical context of Williamsburg, while being simple and economical.

- The proposed siding is white Hardie board with battens, prepainted in the factory, which comes with a 15 year warranty. The battens make installation easier, breaks up the facade, and saves money. A block will be used behind battens so that there

will be no gaps with the clapboard. Questions were asked about the durability of the caulk and the labor in applying caulk at each batten. Mr. Chrobak said the labor is minimal. The nails to be used will be listed in the specs. The clapboards will be blind-nailed, so the only paint touch up will be on the battens.

- Mr. Chrobak suggested dark green trim with white windows.
- The front elevation is symmetric, with three bays and side windows to match.
- Low ghost lighting will illuminate the trucks. Red firehouse globe fixtures will give the building an old-school feel. Floodlights will be installed above the doors for use during emergency events.
- A large sign will balance the mass of the gable. Ideas can be explored with local sign makers. Some concern was expressed over using the name Williamsburg in case Haydenville feels left out. Suggestions were made to use just the Town seal.
- Police and fire seals could be installed above their respective doors. Engine Numbers could be painted above the bay doors.
- Clear glass bay doors are proposed. The Northampton Fire Department has some issues with their glass doors, so further research is needed.
- An antenna is planned for the east side. It could be climbed, and fencing may therefore be needed.
- Two windows were added to the east elevation to break up the mass and bring in more natural light.
- Insulation: There are various options available. These will be discussed at the Energy Committee.
- Windows will be framed two feet on center to provide security and make it difficult for intruders to climb through. Glass will be covered with ballistic film. More discussion on this topic will come in the future.
- The south face has a big roof and is 100 feet from the tree line. Blocking is planned with solar panels in mind, but funding for panels would need to come from grants rather than the construction budget.
- Add-alternatives are taken in the order listed on the plan. Mr. Chrobak feels the loft should be the top priority as an add on.
- The west elevation does not need the vertical battens or the decorative horizontal frieze board since it is less visible than the other elevations. The board adds cost and needs a drip edge.

#### Question, answers, and requests:

- Is there room in the entry for display cases? No, but possibly in the meeting room.
- Will there be public restrooms? No.
- Could a color rendering be shared?
- Could the elevations be shared in the newsletter? Yes, after the seals are added.
- Would the seals be placed on top of the siding or incorporated into it? They are generally added on.
- There are regulations on size of signs in town, but the town is exempt from those

rules.

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Update on Demolition: P3 cancelled the bid requests for demolition. ATC said that further testing was not worth the risk of finding more extensive contamination. However, removing the brick for standard decontamination will require shoring up the building. Coordinating abatement and demolition makes the most sense. The bid requests will be re-advertised in the coming week. Bids will be due in mid-August, and work will begin in September.

Update on the budget: Mr. Todisco showed the budget form that he uses to keep track of the budget. This is organized by vendor, with columns for the original budget, adjustments, current budget, and the actual committed/spent funds. A request was made for the budget to be shared before each meeting that requires discussion of the budget.

Helen E. James School:

- Solar panels on the HEJ are at the end of their usable life span. Their removal will be part of the demolition bid. They are owned by the town, which makes the decommissioning easier.
- Commemoration: There are some stone pieces that could be saved and sited at the front of the Safety complex. Funding for this project would need to come from somewhere other than the construction budget. The decision to pursue this idea would come from this committee.
- No feedback has come from the Commemoration committee yet. Mr. Mathers will follow up. However, the members of that committee want something saved. The water trough is definitely staying. There is a brass geographic marker embedded on a step at the HEJ school. This could be pulled off and could be reinstalled. Mr. Todisco will look into that.
- The picture of Helen E. James will be going to the library.
- Done Right Chimney has offered to collect and store some of the bricks for dispersal to interested parties. That proposal will be added to the demolition bid document.

Newsletter: Mr. Todisco will write a draft in the coming week. The newsletter will reintroduce the project, lay out the big picture and the decisions that have been made, and share some plans and the draft elevations. Ms. O'Neil and Ms. Bisbee will review. The newsletter could be shared on the town website, Facebook, and at the landfill, as well as emailed to all town committee members.

Next meeting: The committee will meet again in one week on July 28, to bring the engineers and the Energy Committee into the discussion.

Meeting was adjourned at 7:46.

Respectfully submitted,  
Melinda McCall  
Secretary -