Report of the Milton Fire Space Needs Committee

1 May 2014
Executive Summary

“The Central Fire Station and the Blue Hills Station are obsolete, having been constructed to house horse-drawn apparatus. The East Milton Station, while more recently constructed, is inadequate to house the men necessary to properly operate the apparatus and it is doubtful as to whether it will house a ladder truck built to today's specifications.”

Report of the Committee to Study the Town’s Fire Protection
January 10, 1963

Fifty-one years ago, a committee of citizens found Milton’s fire stations to be obsolete.

The Milton Fire Space Needs Committee, authorized by a vote of Town Meeting in October of 2013, has met during the past six months with the purpose of planning the design, construction, alteration, renovation, expansion, remodeling, furnishing, number and location of Fire Department buildings.

The Committee reviewed the Town’s previous Fire Study Reports of 1962 and 1994. It also toured each fire station and the surrounding grounds as well as sites for proposed locations. It also met with Mr. William Ritchie of the Consolidated Facilities Department to discuss the Town of Milton Conditions Assessment for Schools and Buildings, written in 2012 by Drummey Roasane and Anderson. The Committee consulted with Mr. William Clarke, Town Planner, for town owned property that might be utilized for new station locations.

The Committee conducted and recorded the response times from the current fire station locations and feels comfortable that they meet the current standards for fire suppression and emergency medical response.

The Committee reviewed several options from consolidating three stations to two, as well as a combination of renovations and new construction. The guiding principles were response time and long-term cost effectiveness.

The Committee also looked at the needs of the Fire Department moving forward into the 21st century. The question of fire-based EMS was reviewed as part of fire station needs and space requirements. The Committee supports the Chief’s recommendation that Milton move to this model to improve the level of emergency medical services provided to the Town’s residents.

There were three Proposed Options the Committee studied:

Option A - consolidate the current three fire stations into two.
There were a number of town owned locations that were reviewed by the committee for two stations of adequate size to support this proposal. Only two sites were identified that could provide reasonable response times to the town. These two sites were at the corner of Centre Street and Brook Road and the property on Sumner Street off Canton Avenue.

Unfortunately, the Sumner Street property is conservation land. When the Sumner Street property was determined to be unbuildable, coupled with some fire response run times of over the four-minute standard, the prospect of consolidating Milton Fire Stations to two stations was eliminated.

Option B - renovate the existing stations

This option was determined not to be cost effective, with costs approaching those of new construction. Even if all the repairs recommended in the Drummey, Rosane and Anderson report were performed, there are inherent deficiencies in the existing buildings that would not be addressed, for example:

- Undersized vehicle bays and doors
- Inadequate or inappropriate space for some fire department vehicles
- Inadequate office, training, staff and storage space at all stations
- Lack of flexibility to address future needs

Option C - construct three new fire stations that meet the existing standards for fire station construction

Our research found that the average life expectancy of a municipal building is 60 years. Our fire stations have helped push that number to the high side. The “youngest” fire station is in its sixties, while the other two are over the century mark, both having housed horse drawn fire fighting equipment. To say that Milton has got its monies’ worth is an understatement.

It is a fact that these fire stations are obsolete. They were obsolete in 1963 and time has not improved their condition. If the past is a predictor, when replaced, these fire stations will be here serving the town into the 22nd century.

New buildings can be designed to meet the current and anticipated future needs of the Town, whereas the existing buildings are no longer suited to that purpose.

*It is this committee’s conclusion that the most cost-effective solution to meet the current and future emergency response needs of the Town is to construct three new fire stations to replace each of the existing buildings. Recognizing that construction of three new buildings will take several years, it is our further recommendation that high-priority repairs be performed immediately at all three stations, including repair or replacement as needed of roofing, heating*
This committee recommends that the Town embark on a Fire Station Building Project as soon as possible. We recommend that three new stations be constructed, starting with a new Fire Headquarters adjacent to the current fire station. This building should house not only the equipment listed in this report, but should house the administrative offices for the Department. It should incorporate a new training room that could accommodate the entire Department.

The Atherton Street Station should be the second facility replaced. A new station should be constructed facing Bradlee Road.

Lastly, Engine Two in East Milton Square should be replaced with a new fire station on the site of the former East Milton Library. The current site will not accommodate the construction of a modern fire station.

In the course of the Committee’s research for this report, we reviewed the applicable standards for fire departments. One area we reviewed was company manning levels, in order to determine the number of dormitory rooms necessary to support our four-company Fire Department. While not a part of our task, the Committee felt that we would be remiss if we did not point out that each company in Milton is undermanned.

The NFPA standard for engine and ladder companies is one officer and three firefighters. Milton staffs one officer and two firefighters on its engines, and, one firefighter on its ladder company.

It should be noted that when Milton sends a company to provide Mutual Aid to another city or town, it sends a fully staffed engine company with one officer and three firefighters. It must bring a firefighter in on overtime to staff that Mutual Aid assignment.

Milton will pay for an extra firefighter to send to another town, but will not pay for that needed staffing in its own town! We have seen in Boston recently, the disastrous consequences of sending just two firefighters into a building on Beacon Street.

The Committee recommends that the Department, the Warrant Committee, the Board of Selectmen, and, ultimately, Town Meeting address this critical staffing issue.

The Committee strongly recommends that the Town move quickly on the following items:

- Fund and complete Emergency Repairs to the three Milton Fire Department Fire Stations as soon as possible.
• The Town must decide if the Milton Fire Department will remain a traditional fire suppression only department, or, should it deliver fire-based EMS.

• An article should be prepared for the Fall 2014 Town Meeting to authorize and fund a Fire Station Building Committee to design and build three new state of the art fire stations to provide fire protection and emergency medical services to the citizens of Milton. The first step should be a feasibility study by professional consultants to determine estimated construction costs for each station.

Respectfully submitted,

John Grant  
Chief of Milton Fire Department

Thomas Hess

Thomas Kelly  
Town Meeting Member

Stephen Morash  
Town Meeting Member  
Committee Chair

Brian Tuohy  
Recording Secretary
Committee's Mission

Article 48

The Town voted to authorize the Town Moderator to appoint a Fire Space Needs Committee consisting of five (5) members, for the purpose of planning the design, construction, alteration, renovation, expansion, remodeling, furnishing, number and location of Fire Department buildings, said Committee to report its findings to Town Meeting no later than the 2014 Annual Town Meeting and, further, that the Town vote no appropriation under this Article.

Committee Membership

Town Moderator Brian Walsh appointed the Milton Fire Space Needs Committee. Its members were comprised of the following individuals with expertise in the building trades, architectural services, planning, public safety and fire service operations:

- John Grant, Chief of Milton Fire Department
- Thomas Hess – Architect
- Thomas Kelly - Electrician and Town Meeting Member
- Stephen Morash - Boston University Emergency Manager, Town Meeting Member and Committee Chair
- Brian Tuohy - Retired Fire Captain Engine 21, Boston Fire Department and Recording Secretary

Conflict of Interest Training

All members of the committee were sworn in by Town Clerk Susan Galvin, who informed the Committee Members that they would need to review the Commonwealth of Massachusetts, Conflict of Interest Law. All Committee members completed their review and passed an online test as part of meeting this standard.

Meetings

The Committee met eight times between October and April. Milton Fire Chief John Grant brought the committee up to speed with his knowledge of Department demographics, equipment, conditions, current and future needs and objectives. Chief Grant also outlined standard for response times as they influenced station location for town wide fire protection coverage.
The Committee met with Mr. William Ritchie, Director of the Consolidated Facilities Department for his knowledge of the conditions of our fire stations and assistance in interpreting the Consolidated Facilities Report.

Acknowledgements

The Committee would like to acknowledge the assistance of the following people who allowed us to complete our work and contributed greatly to our knowledge base as we produced our report.

Mr. Alan Bishop, Director of Geographical Information Systems, for his assistance in producing the fire and medical response times graphics and analysis that the Committee used in determining station locations.

Ms. Tricia Cahill, Senior Administrative Clerk, and Ms. Paula Rizzi, Executive Secretary, for assisting the Committee in finding meeting space and times for our meetings and helping us meet the provisions of the Open Meeting Law by posting our agenda and minutes.

Mr. William Clark, Planning Director, for his assistance in identifying town-owned properties that had potential for possible fire station sites.

Ms. Annemarie Fagan, Town Administrator, for her assistance in understanding the various options the Committee reviewed in producing this report and preparing for Town Meeting.

Mr. William Ritchie, Director of Consolidated Facilities, for sharing his understanding of the fire station conditions, clarifying the Committee’s questions in the Drummey, Rosane and Anderson Report and outlining the process of future repairs to the existing fire stations.
Resources and Research

Previous Reports

The Committee reviewed the Town's previous Fire Study Reports of 1962 and 1994.

Tours

The Committee toured each fire station and the surrounding grounds as well as sites for proposed locations. The Committee consulted with Mr. William Clarke, Town Planner, for town owned property that might be utilized for new station locations.

Conditions Assessment for School and Public Buildings, Town of Milton, Massachusetts, August 3, 2012

This report, prepared by Drummey Rosane Anderson, Inc., evaluated current conditions in all Town Owned Property.


This Chapter provided insight into the process and requirements of Fire Station and Facility Design,

NFPA 1710 Standards for the Organization and Deployment of Fire Suppression Operations, Medical Operations, and Special Operations to the Public by Career Fire Departments, National Fire Protection Association, Quincy Massachusetts

Meeting Minutes

The minutes of the Committee's meetings are attached as part of this report.
Department Demographics

Stations

Headquarters
515 Canton Avenue

Requires a minimum of five fire personnel to keep all apparatus running. With the Department’s current staffing, this station operates with a maximum of eight (rarely), and a minimum of five (frequently). Proper staffing would be nine on duty per shift at this location.

Engine 2 (East Milton Square)
525 Adams St

Requires three to operate, one Lieutenant, and two Firefighters. With the Department’s current staffing, this station operates with three at all times. Proper staffing would be four on duty per shift at this location.

Engine 4 (Atherton St)
815 Blue Hill Avenue

Requires three to operate, one Lieutenant, and two Firefighters. With the Department’s current staffing, this station operates with three at all times. Proper staffing would be four on duty per shift at this location.

Personnel

The Milton Fire Department at full staffing is comprised of fifty-six (56) line firefighting positions, consisting of four (4) Deputy Chiefs, thirteen (13) Lieutenants, and thirty-nine (39) Firefighters. Of the fifty-six fire fighters, two are female and fifty-four are males.

The function of the Fire Department revolves around four working groups, each of which consists of thirteen to fourteen positions, a Deputy Chief, three Lieutenants (one on each engine) with the remainder of the positions at the rank of firefighter.

The minimum staffing required per group to run all apparatus is eleven. The breakdown for each company is as follows:

- Engine 1 – one Lieutenant, and two Firefighters (When staffing allows this engine may run with an additional firefighter)
• Engines 2 and 4 – both operate with one Lieutenant and two Firefighters at all times
• Ladder 1 commonly operates with one firefighter; on occasion this may increase to two firefighters
• Car 8 – The Department’s command vehicle, operates with one Deputy Chief

Standards
The following sections are taken verbatim from NFPA 1710 - Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments, NFPA

“The purpose of this standard is to specify the minimum criteria addressing the effectiveness and efficiency of the career public fire suppression operations, emergency medical service, and special operations delivery in protecting the citizens of the jurisdiction and the occupational safety and health of the fire department employees.

“NFPA defines five separate times in the process of receiving an emergency call to apparatus arrival on scene. They are listed below. Two of these times play roles in both the design and location of fire stations.

1 – Alarm Time
2 – Call Processing Time
3 – Dispatch Time
4 – Turn out Time – The time beginning when units acknowledge notification of the emergency to the beginning point of response time
5 – Response Time – The travel time that begins when units are en route to the emergency incident and ends when units arrive at the scene.”

Response Times
“4.1 Fire Department Organizational Statement

4.12.1. The fire department shall establish the following time objectives:

1) One Minute (60 second) for turn out time
2) Four minutes (240 seconds) or less for the arrival of the first arriving engine company at a fire suppression incident and/or 8 minutes (480 seconds) or less for the deployment of a full first alarm assignment for a fire suppression incident.
3) Four Minutes (240 seconds) or less for the arrival of a unit with first responder or higher capability at an emergency medical incident.
4) Eight minutes (480 seconds) or less for the arrival of an advanced life support unit at an emergency medical incident, where this service is provided by the fire department.

“4.1.2.2. The fire department shall establish a performance objective of not less than 90 percent for the achievement of each response time objective specified in 4.1.2.1

“5.2.4.1.1 The fire department’s fire suppression resources shall be deployed to provide for the arrival of an engine company within a 4-minute response time and/or the initial full alarm assignment within an 8-minute response time to 90 percent of the incidents as established in chapter 4.”

Staffing Levels

“5.2.4.2.2 The initial full alarm assignment shall provide for the following:

1) Establishment of incident command outside of the hazard area for the overall coordination and direction of the initial full alarm assignment. A minimum of one individual shall be dedicated to this task. (1)

2) Establishment of an uninterrupted water supply of a minimum 400 gallons per minute for 30 minutes. Supply lines shall be maintained by an operator who shall ensure uninterrupted water flow application. (1)

3) Establishment of an effective water flow application rate of 300 gallons per minute from two hand lines, each of which shall have a minimum of 100 gallons per minute. Each attack and backup line shall be operated by a minimum of two individuals to effectively and safely maintain the line. (4)

4) Provision of one support person for each attack and backup line deployed to provide hydrant hookup and to assist in line lays utility control and forcible entry. (2)

5) A minimum of one victim search and rescue team shall be part of the initial full alarm assignment. Each search and rescue team shall consist of a minimum of two individuals (2)

6) A minimum of one ventilation team shall be part of the initial full alarm assignment. Each ventilation team shall consist of a minimum of two individuals (2)

7) If an aerial device is used in operations, one person shall function as an aerial operator. Who shall maintain primary control of the aerial device at all times. (1)

8) Establishment of an IRIC that shall consist of a minimum of two properly equipped and trained individuals. (2)”

TOTAL Full Alarm Assignment - 15
Current Fire Suppression Response Times

The Committee conducted and recorded the response times from the current fire station locations and feels comfortable that they meet the current standards for fire suppression and emergency medical response. Please note that all times represent the shortest possible route and that times at non-intersections are to the end of the road.

Engine 1
515 Canton Avenue
Headquarters Station

1) Randolph Avenue and Chickatawbut Road 3:50
2) Hillside Street and Ford Ranch Road 4:00
3) Hillside Street and Harland Street 4:50
4) Forest Street and Chickatawbut Road 5:35
5) Sears Road 4:15
6) Sassamon Avenue 3:55
7) Nahant Avenue 3:55
8) Ridgewood Road 4:00
9) Lyman Road and Spruce Street 3:15
10) Central Avenue at the Mattapan line 2:40
11) Allen Circle 3:50
12) Capen Street 4:00
13) Cliff Road 3:30
14) Blue Hills Parkway at the Mattapan line 2:45
15) Deerfield Drive 3:45
16) Center Street and Brook Road 2:25

Engine 2
525 Adams Street
East Milton Square

1) Adams Street and Hutchinson Street 3:35
2) Randolph Avenue and Brook Road 2:55
3) Mathaurs Street and Clay Street 4:00
4) Spruce Street 3:45
5) Jeremiah Way 3:45
6) Patricia Drive 3:55
7) Granite Avenue at the Dorchester line 2:30
8) Riverside Avenue 2:55
9) Denmark Avenue 2:00
10) Alvin Avenue 2:15
11) Rockwell Avenue at Beale Street 2:05
12) Bunton Street at Washington Street 1:45

Engine 4
815 Blue Hill Avenue
Atherton Street Station

1) Silverbrook Road and Adrian Road 5:50
2) Blue Hill Avenue and Blue Hills Parkway 3:20
3) Austin Street and Blue Hills Parkway 3:15
4) Lothrop Avenue and Blue Hills Parkway 2:50
5) Lafeyette Street 2:05
6) Gould Lane at Sumner Street 2:35
7) Canton Avenue and Blue Hills Parkway 2:00
8) Harland Street 2:15
9) Brush Hill Road at Truman Parkway 2:50
10) Beacon Street Circle 3:55
11) Big Blue Drive and Truman Parkway 3:10
12) Fuller Village Front entrance 3:10
13) Fuller Village Rear entrance 3:55

Emergency Medical Response Times

Engine 1
515 Canton Avenue
Headquarters Station

1) Silverbrook Road and Adrian Road 7:50
2) Beacon Street Circle 5:50
3) Big Blue Drive 6:45
4) Alvin Avenue 6:00
5) Denmark Avenue 5:10
6) Riverside Avenue 6:15
7) Courtland Circle 6:15
8) Granite Avenue at the Dorchester line 6:25

As part of its assessment of the two proposed locations of a two-station consolidation program, the Committee conducted and recorded the response times from the two locations with a footprint large enough to support stations that
accommodated the Department’s needs. These two locations were at the corner of Centre Street and Brook Road and Sumner Street (across from Trout Brook Road).

Centre & Brook

1) Patricia Drive. 3:45  
2) mid Lyman Road 4:00 (via Edge Hill Road)  
3) Cunningham Lane & Lyman Road (from Randolph Avenue) 4:00  
4) Chickataubut Road 4:05  
5) Alvin Avenue 4:00  
6) Riverside Avenue 3:45  
7) Beale Street 3:30  
8) Adams Street (Boston line) 2:35  
9) Grafton Avenue 3:00  
10) Columbine Road at Eliot Street 4:14

Sumner Street (across from Trout Brook Road)

1) Fuller Village Front Entrance 4:45  
2) Fuller Village Rear Entrance 5:30  
3) Big Blue Drive at Truman Parkway 4:50  
4) Big Blue Drive at Wolcott Road 4:20  
5) Cushing Road 3:55  
6) Beacon Street Circle 3:40  
7) Cliff Road 4:00  
8) Capen Street 4:35  
9) Allen Circle 4:15  
10) Waldo Road 4:20  
11) Randolph Ave and Chickataubut Rd. 5:20  
12) Hinckley Road at Central Avenue via Blue Hills Parkway 4:45 (from Sumner Street)  
13) Columbine Road at Central Avenue via Eliot Street 4:50 (from Sumner Street)
Station Conditions

Introduction

This section of this report is intended to provide an overview and summary of the physical and functional performance of the three existing fire stations. It is not a comprehensive or exhaustive analysis of the buildings, nor have any professional consultants been engaged to perform any inspections or tests on the buildings. Rather, it is the Committee’s objective to provide sufficient information on the buildings to support our conclusions and recommendations, and to guide Town Meeting in making a decision as to how to proceed in order to ensure that the Town’s fire stations support the Fire Department’s mission to provide timely and appropriate emergency response.

In this section, we will summarize existing deficiencies with respect to the physical condition, regulatory compliance and functional suitability of each of the three existing fire stations. We will also discuss our thoughts regarding the feasibility and cost effectiveness of repair and renovation of the existing buildings in comparison with construction of new fire stations.

This committee has used the following resources in the development of this report:

- Tours through each facility in November, 2013
- Meeting with Bill Ritchie of the Consolidated Facilities Department
- Town of Milton Conditions Assessment for Schools and Buildings, 2012
- National Fire Protection Association Publications including Fire Station and Facility Design by Daniel Redstone, FAIA, NCARB

Fire Department Headquarters and Central Station, 515 Canton Avenue

The Central Station is 127 years old, constructed in 1887 to house horse-drawn fire equipment. An addition in 1987 provided two additional vehicle bays. This facility houses Fire Department administration, Engine Company No. 1 and Ladder Company No. 1. Major spaces in the building include:

- 3 vehicle bays, accommodating one fire engine, one ladder truck and command car (a fourth vehicle bay has been converted to the patrol room and office space, though the vehicle door remains in place)
- Patrol room
• 4 offices, for the Fire Chief, administrative assistant, fire prevention officer, and deputy chiefs
• Staff facilities, including sleeping quarters for 9 staff, dayroom, kitchen and exercise room
• Town archives are stored in the basement

This station appears to be generally structurally sound but shows significant deterioration in many respects, as is to be expected given its age and minimal capital investment by the Town over the years. In the Town of Milton Conditions Assessment, it was given the lowest grade (1 out of 4) in every category. Some of the major deficiencies noted by the Assessment and observed during the Committee’s tour include:

• Roof leaks in multiple locations, including directly over the main electrical panels, resulting in interior damage, especially at ceilings
• Deterioration of steel lintels and brick at the vehicle bay doors
• Wet basement as a result of leaks through the foundation walls
• Outdated and deficient boiler and other heating and ventilation systems
• Outdated and deficient electrical and fire alarm systems
• Many interior walls, ceilings, flooring and finishes are not appropriate or durable and are in poor condition
The following photographs illustrate some of these conditions.

Ceiling damage from roof leak
Deterioration of steel lintels and brick at vehicle bay doors
Evidence of leaks over electrical panels

Damaged interior finishes (missing door frame panels)
In a number of cases, the Central Station fails to comply with current codes and regulations, including the Massachusetts State Building Code and related codes specifically covering mechanical and electrical systems, state and federal handicapped accessibility requirements, provisions for female staff as required for compliance with equal employment opportunity regulations, and potentially, environmental regulations with respect to hazardous building materials such as asbestos. It should be noted that emergency response facilities such as fire stations are generally held to a higher standard by many regulations to ensure that they remain operational in case of a widespread disaster, making the observed deficiencies all the more a matter of concern. Specific Code-related issues include:

- Staff quarters on the second floor are on a dead-end corridor with no second means of egress
- There is no sprinkler system
- There is no fire-rated separation between the vehicle bays and the rest of the station
- There is no kitchen or toilet exhaust
- There is no Code-compliant vehicle exhaust system. A Plymovent system has been installed that can be connected directly to the vehicle exhausts but this is not in full compliance with requirements.
- Multiple electrical code violations
- Fire detection and alarm systems are inadequate and do not meet current requirements; no carbon monoxide detection
- Structure does not meet current seismic resistance standards

Accessibility

The Central Station does not have provisions for accessibility by the handicapped. While it can be argued that areas used only by active firefighters do not need to provide for handicapped accessibility because a handicapped person could not perform the job of a firefighter, areas that are used or may be visited by the public or administrative staff are required by law to comply with regulations such as the Americans with Disabilities Act.

Specific barriers to access include:

- Slope to public entrance is excessive for wheelchair access
- Interior maneuvering space at doors is inadequate for wheelchair access
- There are no accessible toilet facilities

With respect to accommodations for female staff, this facility does provide individual sleeping quarters but no separate toilet or shower facilities. There
are female staff currently assigned to this facility and operational “work-arounds” have been developed by Department personnel, but the situation is not desirable or appropriate.

We recommend that the building be surveyed and tested for the presence of hazardous materials such as asbestos.

Given the age of the Central Station building, it is not surprising that it lacks many of the features necessary for effective firefighting and emergency response in the 21st century. Even if all of the above physical and regulatory conditions were to be corrected, the facility would still be inadequate in many respects. While this is the case with all three stations, the problem is most acute at the Central Station because it needs to function as the nerve center for the Fire Department and accommodate numerous activities such as training that do not occur at the other locations. The following is a list of functional deficiencies in various categories:

**Vehicle Bays**

- Equipment storage and staff lockers obstruct circulation within vehicle bays. Stored items are subject to damage and get wet when vehicles are washed.
- Original building vehicle bay doors are small and limit types of vehicles that can access this area.
- Fire pole was closed off to keep exhaust fumes out of living quarters. Access for turn-out is slowed by use of narrow stairway.
- Some department vehicles parked outside due to inadequate space, which reduces useful vehicle life.
- Patrol room is undersized and poorly equipped.

**Equipment storage is inadequate**

- Storage space is generally inadequate or inappropriate for the items needing to be stored.
- Items stored in vehicle bays and basement are subject to damage from moisture.
- There are no secured storage areas.
- Station for refilling air packs should be away from vehicle bays.
Offices

- Offices should be clustered together but are spread over both floors.
- Fire prevention and deputies’ offices are undersized and located away from other administrative spaces.
  - There is no EMS office or storage.
- There is no Lieutenant’s office.

Training

- There are no training facilities. In-service training must be accommodated in a makeshift manner. Occasionally, staff must be sent off-site for training at extra expense, which may be reduced with better on-site facilities.
- An office and classroom are required at a minimum.
- Space for active training and drills is desirable.

Staff Facilities

- Kitchen is undersized, under-equipped, outdated and poorly located away from staff quarters.
- Exercise room is undersized; some exercise equipment is located in the vehicle area, which is not a safe or appropriate location for this activity.
- Separate toilet and shower facilities should be provided for female staff.
- Locker facilities are inadequate for turn-out purposes.

Building lacks modern communication and data systems.
The East Milton Station is sixty-two years old, built in 1952. This facility houses Engine Company No. 2. Major spaces in the building include:

- 2 vehicle bays, accommodating two fire engines (one of which is the Department’s spare engine)
- Patrol room
- Lieutenants’ office
- Staff facilities, including lieutenants’ bedroom, dormitory and kitchen

This station appears to be generally structurally sound but shows significant deterioration in many respects, as is to be expected given its age and minimal capital investment by the Town over the years. In the Town of Milton Conditions Assessment, it was given the lowest grade (1 out of 4) in every category. Some of the major deficiencies noted by the Assessment and observed during the Committee’s tour include:
• Roof leaks in multiple locations, including directly over the main electrical panels, resulting in interior damage, especially at ceilings
• Deterioration of steel lintels and brick above windows; water has penetrated into the walls
• Water infiltration into some areas of the basement
• Outdated and deficient boiler and other heating and ventilation systems
• Outdated and deficient electrical and fire alarm systems
• Many interior walls, ceilings, flooring and finishes are not appropriate or durable and are in poor condition

The following photographs illustrate some of these conditions.

Ceiling damage
In a number of cases, East Milton Station fails to comply with current codes and regulations, including the Massachusetts State Building Code and related codes specifically covering mechanical and electrical systems, state and federal handicapped accessibility requirements, provisions for female staff as required for compliance with equal employment opportunity regulations, and potentially, environmental regulations with respect to hazardous building materials such as asbestos. It should be noted that emergency response facilities such as fire stations are generally held to a higher standard by many regulations to ensure that they remain operational in case of a widespread disaster, making the observed deficiencies all the more a matter of concern.

Specific Code-related issues include:

- There is no sprinkler system
- There is no kitchen or toilet exhaust
- There is no Code-compliant vehicle exhaust system. A Plymovent system has been installed that can be connected directly to the vehicle exhausts but this is not in full compliance with requirements.
- Multiple electrical code violations
- Fire detection and alarm systems are inadequate and do not meet current requirements; no carbon monoxide detection
- Structure does not meet current seismic resistance standards
East Milton Station does not have provisions for accessibility by the handicapped. While it can be argued that areas used only by active firefighters do not need to provide for handicapped accessibility because a handicapped person could not perform the job of a firefighter, areas that are used or may be visited by the public or administrative staff are required by law to comply with regulations such as the Americans with Disabilities Act.

**Accessibility**

Specific barriers to access include:

- Public entrance is not accessible for wheelchairs
- Interior maneuvering space at doors is inadequate for wheelchair access
- There are no accessible toilet facilities

With respect to accommodations for female staff, this facility does not provide either individual sleeping quarters or separate toilet or shower facilities. Female staff cannot be assigned to this facility.

We recommend that the building be surveyed and tested for the presence of hazardous materials such as asbestos.

Given the age of East Milton Station, it is not surprising that it lacks many of the features necessary for effective firefighting and emergency response in the 21st century. Even if all of the above physical and regulatory conditions were to be corrected, the facility would still be inadequate in many respects. The following is a list of functional deficiencies in various categories:

**Vehicle Bays**

- Vehicle bays and doors are smaller than desirable for current vehicle sizes. This may limit the kinds of fire-fighting vehicles the Town can acquire in the future.
- Equipment storage and staff lockers obstruct circulation within vehicle bays. Stored items are subject to damage and get wet when vehicles are washed.
- Staff parking is inadequate, and there is no visitor parking.

**Equipment storage is inadequate**

Patrol Room and offices are tiny, inadequate and poorly equipped.
Staff Facilities

- Dormitory-style sleeping quarters do not allow female staff to be assigned to this station
- There is no dayroom
- Kitchen is undersized, under-equipped and outdated
- Exercise space is very limited – some exercise equipment has been set up in sleeping quarters
- Locker facilities are inadequate for turn-out purposes.

Building lacks modern communication and data systems.
The Atherton Street Station is 113 years old, constructed in 1901 to house horse-drawn fire-fighting equipment. This facility houses Engine Company No. 4. Major spaces in the building include:

- 2 vehicle bays, accommodating two fire engines (one of which is planned to be sold) and an ATV on a trailer. Additional vehicles (a brush truck and a boat on a trailer) are stored in a basement accessible from the rear of the building.
- Lieutenants’ office / sleeping quarters
- Staff sleeping quarters, dayroom and exercise room

This station appears to be generally structurally sound but shows significant deterioration in many respects, as is to be expected given its age and minimal capital investment by the Town over the years. In the Town of Milton Conditions Assessment, it was given the lowest grade (1 out of 4) in every category.

Some of the major deficiencies noted by the Assessment and observed during the Committee’s tour include:
- Access drive for vehicles in basement is not paved
- Exterior wood shingles need repair or replacement in some areas
- Some interior flooring is in poor condition
- Outdated and deficient boiler and other heating and ventilation systems
- Outdated and deficient electrical and fire alarm systems

In a number of cases, Atherton Street Station fails to comply with current codes and regulations, including the Massachusetts State Building Code and related codes specifically covering mechanical and electrical systems, state and federal handicapped accessibility requirements, provisions for female staff as required for compliance with equal employment opportunity regulations, and potentially, environmental regulations with respect to hazardous building materials such as asbestos. It should be noted that emergency response facilities such as fire stations are generally held to a higher standard by many regulations to ensure that they remain operational in case of a widespread disaster, making the observed deficiencies all the more a matter of concern.

Specific Code-related issues include:

- There is no sprinkler system
- There is no fire-rated separation between the vehicle bays and the rest of the station
- There is no kitchen or toilet exhaust
- There is no Code-compliant vehicle exhaust system. A Plymovent system has been installed that can be connected directly to the vehicle exhausts but this is not in full compliance with requirements.
- Multiple electrical code violations
- Fire detection and alarm systems are inadequate and do not meet current requirements; no carbon monoxide detection
- Structure does not meet current seismic resistance standards – fieldstone bearing walls are a particular risk in a seismic event

Atherton Street Station does not have provisions for accessibility by the handicapped. While it can be argued that areas used only by active firefighters do not need to provide for handicapped accessibility because a handicapped person could not perform the job of a firefighter, areas that are used or may be visited by the public or administrative staff are required by law to comply with regulations such as the Americans with Disabilities Act.
Accessibility

Specific barriers to access include:

- Public entrance is not accessible for wheelchairs
- Interior maneuvering space at doors is inadequate for wheelchair access
- There are no accessible toilet facilities

With respect to accommodations for female staff, this facility does provide individual sleeping quarters but no separate toilet or shower facilities.

We recommend that the building be surveyed and tested for the presence of hazardous materials such as asbestos.

Atherton Street Stations is visually appealing and may be of historical interest, but given its age, it is not surprising that it lacks many of the features necessary for effective firefighting and emergency response in the 21st century. Even if all of the above physical and regulatory conditions were to be corrected, the facility would still be inadequate in many respects. The following is a list of functional deficiencies in various categories:

Vehicle Bays

- Vehicle bays are very narrow and doors are smaller than desirable for current vehicle sizes. This may limit the kinds of fire-fighting vehicles the Town can acquire in the future.
- Equipment storage and staff lockers obstruct circulation within vehicle bays. Stored items are subject to damage and get wet when vehicles are washed.
- Vehicles in basement are difficult to access and doorway is tight, slowing response times.

Equipment storage is inadequate

There is no patrol room and no office space. Lieutenant must use sleeping quarters as an office.

Locker facilities are inadequate for turn-out purposes.

Building lacks modern communication and data systems.
Storage in vehicle bays, with limited clearance
Renovation versus Replacement

The Town of Milton Conditions Assessment estimates the costs to repair the three fire station buildings at $6,000,000 ($480/square foot) for Fire Department Headquarters, $3,207,600 ($594/square foot) for East Milton Station and $3,997,800 ($596/square foot) for Atherton Street Station. These costs are to repair the existing buildings as currently designed and laid out. Even if all these repairs were performed, there are inherent deficiencies in the existing buildings that would not be addressed, for example:

- Undersized vehicle bays and doors
- Inadequate or inappropriate space for some fire department vehicles
- Inadequate office, training, staff and storage space at all stations
- Lack of flexibility to address future needs

New buildings can be designed to meet the current and anticipated future needs of the Town, whereas the existing buildings are no longer suited to that purpose.

Based on current national construction cost references, the cost per square foot to construct new facilities is comparable to (or possibly somewhat less than) the estimated cost to repair the existing buildings. The total cost of new construction would be somewhat higher than the repair cost due to the need to provide larger buildings with additional space to meet the functional needs of the Fire Department.

It is this committee’s conclusion that the most cost-effective solution to meet the current and future emergency response needs of the Town is to construct three new fire stations to replace each of the existing buildings. Recognizing that construction of three new buildings will take several years, it is our further recommendation that high-priority repairs be performed immediately at all three stations, including repair or replacement as needed of roofing, heating systems, installation of fire alarms, smoke and carbon monoxide detectors, and damaged interior walls, ceilings and flooring materials.
Department Needs

Option A

Engine 1, five bays for current needs with possible expansion to a sixth bay

1) Engine 1
2) Ladder 1
3) Car 8 (Command Vehicle)
4) Pick Up Truck and Boat
5) Engine 3 (Spare)
6) Two Ambulances (future)

Housing Needs – A minimum of nine, expansion for two more should be planned if ambulance is incorporated.

Engine 2, one bay

1) Engine 2

Housing Needs – minimum of four

Engine 4, two bays

1) Engine 4
2) Brush /Kubota

Housing Needs – minimum of four

Option B

Engine 1, five bays for current needs with possible expansion to a sixth bay

1) Engine 1
2) Ladder 1
3) Car 8 (Command Vehicle)
4) Pick Up Truck and Boat
5) Engine 3 (spare)
6) Two Ambulances (future)

Housing Needs – A minimum of nine, expansion for two more should be planned if ambulance is incorporated.

Engine 2, one bay

1) Engine 2

Housing Needs – minimum of four
Engine 4, two bays

1) Engine 4
2) Brush /Kubota

Housing Needs – minimum of four

NOTE: This layout will work if Engine 4 is the second phase of the project as Engine 3 could remain in the existing second bay at Engine 2.

Option C

Engine 1, five bays for current needs with possible expansion to a sixth bay

1) Engine 1
2) Ladder 1
3) Car 8 (Command Vehicle)
4) Pick Up Truck and Boat
5) Engine 3 (spare)
6) Two Ambulances (future)

Housing Needs – A minimum of nine, expansion for two more should be planned if ambulance is incorporated.

Engine 2, one bay

1) Engine 2

Housing Needs – minimum of four

Engine 4, two bays

1) Engine 4
2) Brush /Kubota

Housing Needs – minimum of four
Proposed Options

The Committee reviewed several options from consolidating three stations to two, as well as a combination of renovations and new construction. The guiding principle was response time.

The Committee also looked at the needs of the Fire Department moving forward into the 21st century. The question of fire-based EMS was reviewed as part of fire station needs and space requirements. The Committee supports the Chief’s recommendation that Milton move to this model to improve the level of emergency medical services provided to the Town’s residents.

Any solution to the deplorable conditions of the existing Milton Fire Stations must meet current standards for Fire Station construction.

The recommended locations for the Milton Fire Stations must meet current standards for response times.

There were three Proposed Options the Committee studied:

**Option A** - consolidate the existing three fire station into two.

There were a number of town owned locations that were reviewed by the committee for two stations of adequate size to support this proposal. Only two sites were identified that could provide reasonable response times to the town. These two sites were at the corner of Centre Street and Brook Road and the property on Sumner Street off Canton Avenue.

Unfortunately, the Sumner Street property is conservation land. When the Sumner Street property was declared unbuildable, coupled with fire response run times of over the four-minute standard, the prospect of consolidating Milton Fire Stations to two stations was eliminated.

**Option B** - renovate the existing stations

This option was determined to be not cost effective. Even if all repairs were performed, there are inherent deficiencies in the existing buildings that could not be corrected.

**Option C** - construct three new fire stations that meet the existing standards for fire station construction
**Recommended Option**

Our research found that the average life expectancy of a municipal building is 60 years. Our fire stations have helped push that number to the high side. The “youngest” fire station is in its sixties, while the other two are over the century mark, both having housed horse drawn fire fighting equipment. To say that Milton has got its monies’ worth is an understatement.

It is a fact that these fire stations are obsolete. They were obsolete in 1963 and time has not improved their condition.

If the past is a predictor, when replaced, these fire stations will be here serving the town into the 22nd century.

This committee recommends that the Town embark on a Fire Station Building Project similar to the one that rebuilt the schools. This should be done as soon as possible. We recommend that three new stations be constructed, starting with a new Fire Headquarters adjacent to the current fire station. This building should house not only the equipment listed in this report, but should house the administrative offices for the Department. It should incorporate a new training room that could accommodate the entire Department.

The Atherton Street Station should be the second facility replaced. A new station should be constructed facing Bradlee Road.

Lastly, Engine Two in East Milton Square should be replaced with a new fire station on the site of the former East Milton Library. The current site will not accommodate the construction of a modern fire station.

In the course of the Committee’s research for this report, we reviewed the applicable standards for fire departments. One area we reviewed was company manning levels, in order to determine the number of dormitory rooms necessary to support our four-company Fire Department. While not a part of our task, the Committee felt that we would be remiss if we did not point out that each company in Milton is undermanned.

The NFPA standard for engine and ladder companies is one officer and three firefighters. Milton staffs one officer and two firefighters on its engines, and, one firefighter on its ladder company.

It should be noted that when Milton sends a company to provide Mutual Aid to another city or town, it sends a fully staffed engine company with one officer and three firefighters. It must bring a firefighter in on overtime to staff that Mutual Aid assignment.
Milton will pay for an extra firefighter to send to another town, but will not pay for that needed staffing in its own town! We have seen in Boston recently, the disastrous consequences of sending just two firefighters into a building on Beacon Street.

The Committee recommends that the Department, the Warrant Committee, the Board of Selectmen, and, ultimately, Town Meeting address this critical staffing issue.
Recommended Next Steps

Emergency Repairs to the three Milton Fire Department Fire Stations should be funded and completed as soon as possible.

The Town must decide if the Milton Fire Department will remain a traditional fire suppression only department, or, should it deliver fire-based EMS.

An article should be prepared for the Fall 2014 Town Meeting to authorize and fund a Fire Station Building Committee to design and build three new state of the art fire stations to provide fire protection and emergency medical services to the citizens of Milton. The first step should be a feasibility study by professional consultants to determine estimated construction costs for each station.
Fire Space Needs Committee Minutes

Fire Station Space Needs Committee

Minutes

Monday, 1/13/14 1900Hrs

Present: Chief of Dept. Jack Grant; Tom Hess, Tom Kelly, Steve Morash, Brian Tuohy

Steve Morash elected Committee Chair, Brian Tuohy elected Recording Secretary

Discussions:

Future Department Needs

A training room

A training facility

Change in Fire Dept technology

Size of apparatus

Future manning, including EMS needs.

Budget for renovations

What do our current locations give the Town regarding four minute response time as recommended by NFPA

The current three station configuration and locations do a good job covering the Town with the four minute response

Renovation vs. New Construction

How much more renovation can Central station handle?

Renovate East Milton, Central and Atherton Street

Move all three stations

Renovate East Milton and Build new stations at Central and Atherton

Relocation of East Milton Station

State DOT Yard on Granite Ave

Permission to use land at Cunningham Park for relocation of East Milton Station
On the Expressway Deck

Two Stations rather than three

What is the cost effectiveness of 2 new stations or replace central station with extra bay for possible EMS use in future. Is there cost savings building two new stations?

Possible locations

Bill Clark left report of town owned property listed below

1) Sumner Ave near Blue Hills Pky.
2) corner of Brook Rd near Centre St, adjacent Congressman Burke memorial

options for having 2 new fire houses at above locations:

- 2 Engines at Brook and Center,
- 1 Engine, 1 Truck at Sumner location.

Response time greatly affected by distance and delayed response.

Possibility of two simultaneous Fire related incidents

Issues with locations:

Possibility of wetlands on those locations

Response times from of four minute from these new locations

Chief Grant mentioned that it extend response times to outlying areas on edge of Milton. More than 4 minute recommendation (requirement?)

Next meeting Mon 1/27/14 1900 Hrs

Agenda for next meeting

Need for 3 stations

Plan for location of Fire Houses

Plan for progress

Define issues of when it can be done

Meeting adjourned at 2030hrs 1/13/14

Milton Fire Station Needs Committee

Minutes
Monday, 1/27/14

Committee Members: Chief of Dept. Jack Grant, Tom Hess, Tom Kelly, Steve Morash, Brian Tuohy

All Present at 1900 Hrs. 1/27/14 Milton Town Hall

Discussions and Research

Two previous studies, 1960's and 1994 state that stations are outdated.

Need to bring all stations up to all existing codes

Department needs for present and future must be addressed.

NFPA Standard 1710 recommends 4-minute response of FD to a fire emergency

Professional fees to design a fire station are estimated to be 5% to 8% of construction/renovation cost.

Milton Fire Dept. needs expansion to 10 Bays to house equipment such as ATV, Command car, pickup truck, boat, EMS expansion, 4 Engines and 1 Ladder

Proposals for future fire station locations and numbers

Action Plans

Option A – Consolidate and build 2 new Fire Stations

- Sumner Street Property
- Corner of Brook Road and Centre Street

Issues:

Sumner St property is conservation land and is not available for building a new fire station.

There does not appear to be enough buildable town-owned lots available for two new fire stations. Losing one site takes this option off the table.

Option B – Combination of major overhaul/renovation of all stations and/or construction of new stations

Engine 1 – Main Station build a new main station behind Milton Town Hall using existing land with possible expansion into park land adjacent to existing station

Engine 2 East Milton - total renovation or build a new station in new location

Possible locations:
• On expressway deck.
• At existing State property at Granite Avenue DOT Yard.
• On site of East Milton Library.

Issues

Notified that current plans for deck in East Milton are too far along for this option.

The DOT Granite Avenue site is a possible revenue generating property for the town. However, if this could be a fire station location, then the existing station becomes surplus property.

Engine 2 station becomes a valuable property for re-use. Response from this property may not be possible to meet the 4-minute response time from NFPA standard.

Engine 4 Atherton St – major renovation of existing station or construction of a new station on town owned property behind existing station, fronting Bradlee Street. Atherton Station becomes surplus property for re-use.

Need to plan for Town Meeting presentation week of May 5, 2014

Three presenters needed for Town Meeting Chief Grant, Tom Hess, Steve Morash.

• Introductory Items – Morash
• Department Demographics, Standards and Needs – Grant
• Station Conditions – Hess
• Options and Next Steps - Morash

A copy of the Final Report Format is attached to these minutes.

Mid-March to get report together; April to have report ready.

Motion to adjourn at 2045hrs 1/27/14

Next meeting Monday, February 10, 2014 1900hrs.

Recording secretary - Brian M. Tuohy
Chief of Dept. Jack Grant, Tom Hess, Tom Kelly, Steve Morash, Brian Tuohy
All Present at 1900 Hrs. Mon 2/10/14

Discussion and Research

Meeting minutes for 1/27/14 accepted

Chairman's Report

Steve Morash spoke with Denis Keohane, Chairman of the Board of Selectmen concerning possible locations for Engine 2 in East Milton:

- DOT yard on Granite Avenue: Town is looking at revenue producing proposals for this property
- Deck over expressway a part of existing Manning Park. This is not feasible because town planning is too far along for new proposal at this time.
- East Milton Library Site
- Major renovations to existing location

The Chairman also reported that discussions he had with the Town Moderator and the Town Administrator concerning next steps after the Committee’s Report to Town Meeting. The Committee has expressed the urgency to keep this effort moving forward on a fast track given the conditions that were found in the three fire stations.

Both the Town Moderator and the Town Administrator supported a recommendation that an Article be drafted for the Fall 2014 Town Meeting to create a Fire Station Building Committee.

Chief John Grant reported that Alan Bishop was very supportive and enthusiastic in assisting the Committee by providing for mapping and graphics that would present the response routes and times for Fire Department across town from the current locations.

It was mentioned to Bill Richie that roofing, heating systems, repair of nonfunctioning fire alarm systems and installation of CO detectors are priorities.

Timetable for Committee’s Work

- March 5 - Have draft of plan presented by Steve Morash and Tom Hess
- March 17 – Second Draft for Review
- April 7 - Final Draft of Report
  - First Draft of Town Meeting Power Point Presentation
- April 21 - Final Report written and Final Town Meeting Presentation

Review Options for Future Fire Stations
Option A – Reduce three stations to two — Sumner Street off Canton Avenue and corner of Brook Road and Centre Street.

These were the only two parcels of town owned land that met the square footage requirements as well as response time standards. However, the Sumner Street property is conservation land. When Sumner Street location was declared unbuildable, the prospect of consolidating Milton fire stations to two stations and a 4 minute response to fire emergency was eliminated.

Option B - Renovate or build new Fire Stations
Build new fire headquarters with Engine 1 and Ladder 1 on parking lot and land adjacent to existing fire station
Engine 2- East Milton—build new station on existing East Milton Library site or conduct major renovations existing station
Engine 4- Atherton St - build new station behind existing station or conduct major renovations existing station

Space Needs for Designs

- First priority is a new Fire Headquarters and station for Engine 1 and Ladder 1
- Second priority is Atherton Street and East Milton Stations in that order
- Newer apparatus is increasing in width, height, and weight. Existing overhead doors will be too low and narrow
- Bill Ritchie from Consolidated Facilities should be consulted to determine the Town’s plan for repairs to fire houses. Roofing and heating systems are priorities.
- While an integrated Fire Station Building Project is being designed, there are emergency repairs that must be made to ensure that we have safe fire stations to support the Town’s Firefighters and the Department’s mission.
- The Town should begin the process of determining costs and scope of work for professional services for fire station designs
- We cannot be short-sighted
- Are you wasting money by renovating as opposed to new construction?
- Town has to look at magnitude of cost

Outline of Final Report

The outline for the Final Report was approved.

Outline for Town Meeting Presentation

The outline for the Town Meeting Presentation was approved.
Open Items/To Do List

- Upcoming Vacations that may impact our schedule:
  - Brian 2/19/14 to 3/4/14
  - Steve 2/22/14 to 3/1/14
  - Tom Hess 4/17/14 to 4/27/14
  - Jack Grant 5/1/14 to 5/9/14
- Tom Hess will work up rehab vs new construction costs
- All committee members need to send to comments on Tom Hess on his outline concerning problems and needs of existing stations by 2/17/14.
- Brian Tuohy will check on the historical status of the current fire stations.
- Jack Grant will contact Bill Ritchie for Fire Department “punch list” of emergency repairs that must be done in the next six to twelve months.
- Jack Grant will meet with the Town Administrator on funding options for the project.

Motion to adjourn 2045 Hrs  2/10/14 motion seconded
Next meeting Wednesday  3/5/14 at 1900 Hrs.

Recording secretary- Brian Tuohy 2/25/14
Committee members: Chief of Dept. Jack Grant, Tom Hess, Tom Kelly, Steve Morash, Brian Tuohy

All present at 1900Hrs. 3/10/14

Discussion and Research

Meeting minutes for 2/10/14 accepted

Chairman’s report

Things to do: review draft report for presentation to Town meeting in May

Brian Tuohy spoke with Kevin O’Donnell from Milton historical committee. Mr. O’Donnell mentioned that town ordinance to repair Fire stations overrides historical significance. Historical committee would appreciate notification of any changes in the Milton firehouses.

Recommended that Bill Ritchie be given a punch list for repair’s for Heating, Carbon Monoxide and smoke detectors (put up temporary battery operated devices) until permanent installation is available, damage to ceiling and walls, Fire alarm system. No second means of egress at Hdqs. floor 2.

Chief Grant to speak with Anne Marie about funding options.

Mention female Firefighters future needs for living conditions and other issues

Review Tom Hess report

Mention why 1st option of consolidating into 2 firehouses cannot work because of response times

Check on equipment storage. Presently overcrowded

Confusion as to age of station in East Milton (1952?)

Future space needs for EMS and ambulance bay. Future size of apparatus is larger size (weight, height, and length)

Future report will include recommended options for:

Hdq's., East Milton, Atherton St.

Copy of Draft for May 1 was E Mailed to all members by Steve Morash.

Draft Outline contained need for corrections of draft report and the corrections made. Most information was submitted by Chief Grant, Tom Hess, and Steve Morash.
Draft consisted of the following: Executive summary, Committee Mission, Committee Membership, Conflict of interest training, Article 48 from town warrant, Meetings, Resources and Research, Previous reports of Fire Dept. needs 1962 and 1992, Firehouse tours, Department demographics, Personnel, Existing national and local fire dept. National Standards for response times and current Milton fire response times to locations in Milton, Present station conditions, Recommended options. Proposals A, B, C, next steps. Power point presentation.

Meeting adjourned at 2050 Hrs.

Next meeting Tuesday March 18, 2014 at 1900 hrs.

****Meeting changed to Wednesday March 19, 2014 at 1900 Hrs. ****

Recording Secretary Brian M Tuohy
** MINUTES FOR MILTON FIRE DEPT SPACE NEEDS COMMITTEE

MONDAY 4/7/14

Committee members: Chief of Dept. Jack Grant, Tom Hess, Tom Kelly, Steve Morash, Brian Tuohy

All present at 1900Hrs 4/7/14

Discussion and Research

Meeting minutes for 3/19/14 accepted

Chairman’s Report

Information for town meeting reaching final preparation: Slides and Executive summary. All corrected items from committee inserted in program

Brian Walsh will work with Warrant Committee to determine most appropriate place in meeting for Fire Space Needs Report. Copies of report will be available.

Items still needed in presentations”

- Need pictures of new firehouses
- Change name of fire call run times to fire response times on slide
- Change ambulance station run times to medical response times.
- Put EMS response at end of program.
- On slides 10 & 11 replace medical symbol with star, refer to fire response times rather than ambulance, and replace image of ambulance with fire truck
- Slide 11 to read Option A Centre St and Brook Rd.
- Page 11 Equipment storage section removed

There was a discussion about the need to account for meeting minimum manning requirements when planning for new facilities. Currently, the minimum manning requirement is met only after 2nd alarm. There is a need to factor in sufficient dormitory space for future needs and EMS.

The term IRIC was defined as the incident rapid intervention company.

The Draft Report was approved with the caveat to include the addition of the minutes to the report. After the Draft Executive Summary was approved, all committee members signed the last page.

Motion to adjourn at 2035hrs 4/7/14

Next meeting 1900hrs April 14,2014

Recording secretary-Brian M. Tuohy 4/14/14