

# Williamstown Fire District



## Williamstown Fire Station

**Community One  
Stop for Growth  
Grant Program**

*Submitted to the  
Executive Office of  
Housing & Economic  
Development (EOHED)*

**June 03, 2022**

*Kerin Shea, Grant Writer*



# APPLICATION

## Contents

Expression of Interest ..... 2

    SECTION 1. Applicant Information..... 3

    SECTION 2 (P). Priority Projects/Initiatives..... 6

One Stop Application Guidance ..... 11

Application for Funding FY23 ..... 13

    SECTION 1. Applicant Information..... 13

    SECTION 2: Project Information ..... 16

    SECTION 6: Building (Vertical Construction) Additional Questions ..... 32

    SECTION 9: Certification of Application Submission Authorization..... 54

    SECTION 10: OTHER/OPTIONAL ATTACHMENTS ..... 57

# APPLICATION

## Expression of Interest

**Deadline: March 18, 2022**

The Expression of Interest is a short form that allows an applicant to submit project ideas for feedback and guidance from EOHEd and its partner agencies. This will allow applicants to explore how their projects align to the Development Continuum, by providing information about a project and to best determine what type(s) of applications should be submitted in the full application. The EOI is an optional, but highly-encouraged step for prospective applicants seeking guidance before starting to work on their Full Application(s). It is recommended that all applicants watch all three webinars before submitting a One Stop Expression of Interest. It is important to note that any eligible applicant may submit a Full Application, regardless of whether they participated in the EOI process or not.

The purpose of this Expression of Interest is to give interested applicants an opportunity to articulate their overall goals, objectives, and preparedness as they relate to growth through community economic development. When completing the form, consider all of the funding requests that may be made in the full application. Forms submitted by the posted deadline will be reviewed by the state's economic development partner agencies, who can provide feedback and guidance for the best path forward for each project.

Each organization may submit one (1) Expression of Interest form for the FY23 Round. The Expression of Interest period opened December 15, 2021 and closed on March 18, 2022. The Expression of Interest had to be submitted via the IGX system.

Once the Expression of Interest is submitted, staff at all partner agencies will review the submissions and provide guidance and insight to strengthen applications. Applicants may also be referred to other available programs that are not fully integrated into the One Stop application. All applicants are encouraged to submit an Expression of Interest early in the process to allow for the maximum amount of time for feedback.

Applicants may also request a meeting to review their priority projects with EOHEd.

An Expression of Interest is not a substitute for any grant application.

# APPLICATION

## Community One Stop for Growth Grant Program Expression of Interest FY23

### SECTION 1. Applicant Information

**1.1 Primary Location:** *(Select from drop-down)*

<b>EOHED Region</b>	<i>Berkshires</i>	<b>MassDOT District</b>	<i>District 1</i>	<b>Rural or Small Town</b>	<i>Rural</i>
<b>MDFA Regional Office</b>	<i>West</i>	<b>Gateway City</b>	<i>No</i>	<b>Housing Choice</b>	<i>No</i>
<b>Regional Planning Agency</b>	<i>Berkshire Regional Planning Commission</i>	<b>MVP Community</b>	<i>Yes</i>	<b>MBTA Community</b>	<i>No</i>

**1.2 Organization Type:** *(Select from following drop-down options)*

**Public Entity:**

**Municipality**

Public Housing Authority

Redevelopment Authority or Similar Quasi-Governmental Agency

Other Public Entity. Specify: \_\_\_\_\_

**Non-Public Entity:**

Community Development Corporation

Non-Profit Community Organization

For-Profit Corporation

Other Non-Public Entity. Specify: \_\_\_\_\_

**1.3 Applicant Organization Name:** Williamstown Fire District

**1.4 Applicant Organization Legal Address:** 34 Water Street



# APPLICATION

- 1.5 **City/Town:** Williamstown
- 1.6 **State:** MA
- 1.7 **Zip Code:** 01267
- 1.8 **CEO Name:** John Notsley
- 1.9 **CEO Title:** Williamstown Fire District Prudential Committee Chair
- 1.10 **CEO Tel.:** (413) 884-4148
- 1.11 **CEO Email:** notsley@aol.com
- 1.12 **Project Contact Name (if different):** Corydon Thurston
- 1.13 **Project Contact Title:** Williamstown Fire District Prudential Committee Treasurer
- 1.14 **Contact Tel:** (413)-884-4711
- 1.15 **Contact Email:** corydon.thurston@williamstownfiredept.org
- 1.16 **Indicate any applicable certifications and/or classifications for this organization (For Non-Public Entities Only):**

- Women-Owned Business Enterprise
- Minority-Owned Business Enterprise
- Disadvantaged Business Enterprise
- Veteran-Owned Business Enterprise
- LBGTQ-Owned Business Enterprise
- Disability Business Enterprise
- N/A

- 1.17 **Describe applicant, including organization's structure and primary economic development goals.** *(1,969 of 2,000 characters)*

The Williamstown Fire District (WFD) is established by charter. It is a separate fiscal entity from the Town of Williamstown, but being a municipal public entity, it has its own separate taxing authority. The WFD's Chief Governing Body is its 5-member Prudential Committee (PC), and its Chief Legislative Body is the District Meeting, a typical open town meeting-like gathering for registered voters to conduct the transaction of Williamstown Fire District business such as the approval of budgets, appropriating funds, property acquisition, etc. The PC oversees a 7-member Building Committee which will supervise the project & manage the Owner's Project Manager (OPM.)

## APPLICATION

Goals for economic development include encouraging diversification of employment opportunities, expansion of the local economy to create jobs appropriate for people of different skill sets & to address income disparity. We need to encourage age diversity by offering many types of housing – apartments, condos, townhouses & starter/moderate homes. We also need to offer resources for low/moderate income families. To attract more young residents, we need to offer entertainment/nightlife & strong, reliable internet. Business recruitment should also focus on serving resident daily needs, as well as tourism economy by promoting outdoor recreation, & enviro/agri-tourism.

We want to promote housing & economic growth in Town. But this cannot happen if we do not have the safety infrastructure in place to manage this growth. More residents, more businesses, more industry & even a bigger tourism economy all bring more service calls. Our vulnerable senior population is estimated at 25%. As this group ages in place, we will see more & more medical service calls. Public safety is being reduced every day due to extreme lack of space. Our 70-year-old station is vastly undersized for the needs of today's department, technology & equipment. Lack of circulation creates bottlenecks, which increases response time, hinders deployment, & jeopardizes the rescue process.

# APPLICATION

## SECTION 2 (P). Priority Projects/Initiatives

Describe up to five priority projects or initiatives that the applicant intends to submit in a One-Stop application for grant consideration. Describe the projects, areas, and/or sites and indicate the types of funding sought, even if unsure about the specific sources. This section is meant to provide state reviewers with insight into the prospective projects.

### Project/initiative One

**P1.1 Name of Project/Initiative:** Williamstown Fire Station

**P1.2 If applicable, list the name and contact for any additional partner organizations. If this is a regional application, list other communities involved in the project:** n/a

**P1.3 Based on the descriptions outlined for the One Stop's Development Continuum, what is the primary funding you would like to explore for this project/initiative? (Check up to two.)**

- Capacity Building
- Planning and Zoning
- Site Preparation
- Building (vertical construction)**
- Infrastructure (horizontal construction)
- Other: \_\_\_\_\_
- Not sure

**P1.4 Based on the descriptions outlined for the One Stop's Development Continuum, are there other type(s) of funding you would like to explore for this project/initiative? If not, please type "N/A". (965 of 1,000 characters)**

We believe our project, the construction of a new fire station, falls within the Continuum's "Buildings" parameter. We purchased a 3.76 acre parcel in 2018 & have full site control. We have completed much due diligence. We are currently in the schematic design phase with an architect, sustainable engineer & owner's project manager on board. We are seeking grant funding for our next phase: construction.

## APPLICATION

While the Buildings parameter does not expressly mention new construction, our project has a very strong public benefit.

We do not have adequate public facing amenities. A lack of decontamination area puts firefighters at risk. Our small 5,000 SF, 70 yr-old station increases response time, hinders deployment & jeopardizes the rescue process. It is time we position the Fire Department & the Town for the next 50 years. We want to promote growth & economic development, but cannot if we do not have the safety infrastructure in place to manage that growth.

**P1.5 Brief Description of Project/Initiative. Indicate if project is phased and progress made to date: *(984 of 1,000 characters)***

The current Williamstown Fire Station, built in 1950, is vastly under-sized for the needs of today's department, technology, & equipment. Due to the current station's limited size, we are unable to purchase standard-sized equipment. Overcrowded apparatus bays due to lack of storage increases the station's response time, hinders deployment, and jeopardizes the rescue process. There is no decontamination area for equipment & personnel. Ventilation is limited and not up to code. The building isn't sprinklered. There are no ADA accessible public restrooms, bunk rooms or showers.

The WFD has been working toward realizing a new station for many years. This grant will help us fund the construction phase. To date, we have spent over \$1,000,000 in qualifying matching funds, financing a Feasibility Study, Phase 1 Environmental Assessment, Wetlands Mapping, Operational Assessment, surveys, geotech, design/engineering, project management & legal, not to mention site acquisition.

**P1.6 How much funding do you anticipate requesting from the One Stop for Growth?**

- Less than \$100,000
- \$100,000 to \$500,000
- \$500,000 to \$1,000,000
- Over \$1,000,000**

# APPLICATION

**P1.7 What would you use the One Stop funding for? If possible, indicate specific scope of work.** *(984 of 1,000 characters)*

The current building does not meet standards and guidelines, measuring approximately 16% of the recommended size. The WFD has recently taken over management & operation of the Forestry Dept. & there is no room to house them in our current facility.

A new facility will give us space for day rooms, bunk rooms, locker rooms/showers for both male & female personnel. It will give us training rooms for firefighters, to better provide them with the trainings/certifications. It will give us community space to hold important events such as CPR classes, defibrillator/fire extinguisher trainings, fire extinguisher trade-ins, car seat installations, climate event preparation (wild fires, floods, ice storms, power outages) & other important safety education. It will give us ADA accessible rooms for inspectional services, permitting & construction plan review. A new facility will also allow us to become a sanctioned emergency shelter, an emergency operations center and backup dispatch center.

**P1.8 Please describe your timeline for your project and timing of the use of the One Stop funding. (Note that award decisions will not be public until fall 2022).** *(1,000 of 1,000 characters)*

We are currently in the schematic design phase & have completed many milestones already. Our Designer RFP was issued June 2021, the pre-bid conference held in July & a contract awarded Sept 2021. Schematic design drawings will be complete in June 2022. Design development drawings will be complete in October 2022. Construction drawings will be complete by December 2022. Construction funding should be in place & bid documents ready in January 2023. The construction RFP will be issued in January 2023 & pre-bid conference held in February. The General Contractor contract will be awarded in April 2023, with final Certificate of Occupancy issued Dec 2024.

Grant funding will be used toward general construction costs. We are aiming to build a 28,000 SF fire station, complete with apparatus bays, lobby, dispatch, watch room, offices, conference room, records room, kitchen, ready room, decontamination room, training room, day room, bunk rooms, male/female locker rooms/showers, & storage.

**P1.9 Would you like to add a second project?**

Yes       No



## Expression of Interest Feedback Report

Applicant Organization: Williamstown Fire District  
Document ID: EXP-FY23-Williamstown-Williamsto-00469  
Submission Date: 03/18/2022

Thank you for submitting an Expression of Interest (EOI) to the Community One Stop for Growth. We are excited to partner with you in the pursuit of opportunities to achieve economic growth for your organization and/or community.

Your submission has been reviewed by the One Stop Team, which includes representatives from EOHEd, DHCD, MassDevelopment, and other state partner agencies as deemed necessary. This report summarizes the team's collective review of your EOI, and provides feedback and comments intended to assist you in the decision, and preparation, to submit your Full Application(s) for consideration in the current funding round.

### **PROJECT SPECIFIC FEEDBACK:**

- **Project 1: Williamstown Fire Station**
  - Based on the description, the team confirms that this project is eligible and would fit in the Building category.
  - Based on the Rural and Small Town designation, the municipality qualifies for consideration by the Rural and Small Town Development Fund for projects submitted in the Building category. The applicant should carefully review the guidelines for the Rural and Small Town Development Fund for details about how this type of project would be evaluated.
  - **Referral:** The team encourages the applicant to explore the Massachusetts Community Development Block Grant Program, as it may be able to support components of your project.

Please note that a referral does not give the project any special consideration or guarantee of funding from these other sources. It will be up to the applicant to follow up with the referenced resource(s) and to comply with the required guidelines and process for any programs outside of the One Stop.

In conclusion, the guidance provided above is intended to help a prospective applicant decide if they will submit a Full Application(s) to the One Stop and to provide guidance for how to strengthen such submission(s). This advice is not meant as a promise or guarantee that an application will be successful. Eligible applicants are expected to review and adhere to the posted guidelines for the programs in the corresponding categories in which they plan to submit. All applications will be reviewed and/or scored on a competitive basis.



# APPLICATION

## One Stop Application Guidance

**Deadline: June 03, 2022**

**What's New in FY23:** The inaugural FY22 Round of the One Stop was met with positive reviews and, more importantly, resulted in the award of 196 grants across 122 communities, totaling \$88.6 million in funding. Based on the feedback that was received from applicants, several areas of improvement were identified to increase access to funding and further streamline the application process.

The FY23 Round of the One Stop will include three additional grant programs offered by MassDevelopment: Collaborative Workspace Program, Real Estate Services Technical Assistance and Commonwealth Places.

**Streamlining and Redundancy:** After its first year, the One Stop identified ways in which the application could be further streamlined. The Expression of Interest (EOI) form has been streamlined to eliminate questions that were deemed unnecessary for providing effective feedback. The EOI form has been reduced to two sections: one section for applicants to enter their organization information and a second section for project proposals. Last year, the Core Questions of the Full Application were spread across four sections, with 56 total questions. For FY23, the Core Questions have been reduced to two sections with only 38 questions. Each section of the Full Application was reviewed and compared against the Core Questions to eliminate redundant questions.

**Rural/Small Town Applicants:** Applicants that are designated as a Rural/Small Town and/or Housing Choice Community will again have access to grants only available to these communities. However, these will no longer be separate sections. Questions specific to either type of applicant are now built in directly to the Continuum categories for which these resources are available. Please review the NOFA and individual program guidelines for details. Only eligible applicants, that propose budgets within the funding limits of each program, will have the opportunity to answer the additional questions required to be considered for funding by each program.

**Application Review:** All applications submitted through the One Stop will be reviewed by program staff to determine which One Stop program is best suited to achieve the applicant's objective. This review will include an initial screening based on statutory and regulatory eligibility requirements and program guidance. All applications will then be evaluated based on the following core review criteria, in addition to the criteria noted in each respective program's guidelines:

- **Achievable Project Scope:** Is the project feasible and achievable?

# APPLICATION

- **Ability to Execute & Leadership:** Does the project have appropriate leadership with the requisite experience and ability to execute the project?
- **Achievable Timeline:** Is the timeline of the project reasonable and achievable? For construction projects, is the project advanced in its design and permitting.
- **Reasonable Budget, Showing Commitment:** Is the project budget reasonable? While not required, preference will be given to projects that leverage match funding outside of the requested grant funds, but outside funding is not a prerequisite.
- **Outcomes & Impact:** What are the projected outcomes of this project and the impact this project may have on the community? Outcomes related to equitable opportunity and environmental impact will also be taken into consideration.
- **Progress to Date, Showing Commitment:** Does the applicant show commitment to the project through past activity and investment?

**Submission Instructions:** All applications must be submitted electronically. The online application portal, IGX, can be accessed at <https://eohed.intelligrants.com>. An online webinar outlining the use of the system will be available on the site.

**Application Process:** The application form template and link to the portal will also be available on the EOHED webpage. Applicants will have at least 12 weeks to review the application questions and prepare their project proposal.

It is the responsibility of the applicant to be aware of all requirements and deadlines, and to ensure that their application is complete and submitted on time. All applications will be logged as to date and time received and kept on file as public record. Late submissions will not be considered.

DHCD reserves the right to solicit additional information from applicants in order to confirm or clarify factual or procedural responses to application requirements such as copies of legal advertisements, minutes, survey instruments, letters, etc. Acceptance of these materials is subject to DHCD's satisfaction that the omitted material was in existence at the time of application and submission of the requested documents is made within a specified timeframe.

EOHED reserves the right to request additional information from the applicant or external sources as may be necessary in order to complete the application review. EOHED also reserves the right to recommend partial grant awards, as deemed appropriate.

# APPLICATION

## Community One Stop for Growth Application for Funding FY23

### SECTION 1. Applicant Information

(May be auto-filled from Expression of Interest.)

#### 1.1 Primary Location: (Select from drop-down)

<b>EOHED Region</b>	<i>Berkshires</i>	<b>MassDOT District</b>	<i>District 1</i>	<b>Rural or Small Town</b>	<i>Rural</i>
<b>MDFA Regional Office</b>	<i>West</i>	<b>Gateway City</b>	<i>No</i>	<b>Housing Choice</b>	<i>No</i>
<b>Regional Planning Agency</b>	<i>Berkshire Regional Planning Commission</i>	<b>MVP Community</b>	<i>Yes</i>	<b>MBTA Community</b>	<i>No</i>

#### 1.2 Organization Type: (Select from following drop-down options)

**Public Entity:**

**Municipality**

Public Housing Authority

Redevelopment Authority or Similar Quasi-Governmental Agency

Other Public Entity. Specify: \_\_\_\_\_

Other Non-Public Entity. Specify: \_\_\_\_\_

**Non-Public Entity:**

Community Development Corporation

Non-Profit Community Organization

For-Profit Corporation

# APPLICATION

- 1.1 **Applicant Organization Name:** Williamstown Fire District
- 1.2 **Applicant Organization Legal Address:** 34 Water Street
- 1.3 **City/Town:** Williamstown
- 1.4 **State:** MA
- 1.5 **Zip Code:** 01267
- 1.6 **CEO Name:** John Notsley
- 1.7 **CEO Title:** Williamstown Fire District Prudential Committee Chair
- 1.8 **CEO Tel.:** (413) 884-4148
- 1.9 **CEO Email:** notsley@aol.com
- 1.10 **Project Contact Name (if different):** Corydon Thurston
- 1.11 **Project Contact Title:** Williamstown Fire District Prudential Committee Treasurer
- 1.12 **Contact Tel:** (413)-884-4711
- 1.13 **Contact Email:** corydon.thurston@williamstownfiredept.org
- 1.14 **Indicate any applicable certifications and/or classifications for this organization (For Non-Public Entities Only):**
  - Women-Owned Business Enterprise
  - Minority-Owned Business Enterprise
  - Disadvantaged Business Enterprise
  - Veteran-Owned Business Enterprise
  - LBGTQ-Owned Business Enterprise
  - Disability Business Enterprise
  - N/A
- 1.15 **Organization Description – Outline the organization’s mission, structure, economic development goals and history.** *(1,985 of 2,000 characters)*

The Williamstown Fire District (WFD) is established by charter. It is a separate fiscal entity from the Town of Williamstown, but being a municipal public entity, it has its own separate taxing authority. The WFD’s Chief Governing Body is its 5-member Prudential Committee (PC), and its Chief Legislative Body is the District Meeting, a typical open town meeting-like gathering for registered voters to conduct the transaction of Williamstown Fire District business such as the approval of budgets,

## APPLICATION

appropriating funds, property acquisition, etc. The PC oversees a 7-member Building Committee which will supervise the project & manage the Owner's Project Manager (OPM) who will oversee the architect & the general contractor.

Goals for economic development include encouraging diverse employment opportunities, expansion of the local economy to create jobs appropriate for people of different skill sets & to address income disparity. We need to encourage age diversity by offering many types of housing. We also need to offer resources for low/moderate income families. To attract more young residents, we need to offer entertainment/nightlife & strong, reliable internet. Business recruitment should also focus on serving resident daily needs, as well as tourism economy by promoting outdoor recreation, & enviro/agri-tourism.

We want to promote housing & economic growth in town, but this cannot happen if we do not have the safety infrastructure in place to manage this growth. More residents, more businesses, more industry & even a bigger tourism economy all bring more service calls. As our senior population (25%) ages in place, we will see more & more medical service calls. Public safety is being reduced every day due to extreme lack of space. Our 70-year-old station is vastly under-sized for the needs of today's department, technology & equipment. Lack of circulation creates bottlenecks, which increases response time, hinders deployment, & jeopardizes the rescue process.

# APPLICATION

## SECTION 2: Project Information

**2.1 Project Categories for Grant Consideration (Check all that apply). Please note that, for each category selected, additional questions will appear in the application related to that funding type.**

- Community Capacity Building
- Planning and Zoning
- Site Preparation
- Building**
- Infrastructure

**2.2 Name of Project/Initiative: Williamstown Fire Station**

**2.3 Is this a joint application between two or more municipalities (and/or entities), which will entail a formal arrangement for a shared scope of work and allocation of funds?**

- Yes       No

**2.4 Short Project Description / Abstract – Provide a concise description of the project, with a focus on the portion of the project for which the applicant is requesting funds. (499 of 500 characters)**

The current Fire Station is under-sized for department needs, technology & equipment. Due to limited size, we are unable to purchase standard-sized equipment. Overcrowded apparatus bays increase response time, hinder deployment, & jeopardize the rescue process. There is no decontamination area for equipment & personnel. Ventilation is limited and not up to code. The building isn't sprinklered. There are no ADA accessible public restrooms. This grant will help fund construction of a new building.

**2.5 Leadership and Ability to Execute – Describe the leadership and project management group for this project and why it is an effective team to advance this project. (1,986 of 2,000 characters)**

The Williamstown Fire District's (WFD) Chief Governing Body is its 5-member Prudential Committee (PC). The PC is responsible for management, implementation & oversight of the grant. It has strong administrative capacity & expertise, with its members having

## APPLICATION

over 130 years of combined governing experience on the PC. The PC has administered numerous grant-funded projects. Since 2003, it has won 17 successful state & federal grants totaling over \$1.5 million, funded by such agencies as the Dept. of Homeland Security, Dept. of Public Safety, DCR, EOHEC & the federal Assistance to Firefighters grant program.

The PC oversees a 7-member Building Committee which will supervise the project & manage the Owner's Project Manager (OPM.) The Committee members have much experience managing construction projects totaling over \$40 million. This Committee is advisory, making recommendations to the PC for final authorization. The OPM is overseeing the architect. An OPM & full-time clerk-of-the-works will also be hired to manage the construction phase, overseeing both the architect & the general contractor during construction.

The Fire Chief is the only full-time staff person & has been on the Dept. for 34 yrs, with 20 as Chief. The PC Treasurer has 9 years' experience in fiscal management of grants & day-to-day accounting. There is a part-time administrator & payables assistant who manage daily clerical tasks. With regard to internal financial controls, invoices will be reviewed by the OPM, signed by the architect & presented to the Building Committee for approval, then submitted to the PC for warrant processing. Checks are reviewed & signed by the Treasurer. The OPM & the WFD will reconcile accounts quarterly. Grant reporting will follow the same path of approvals. The PC is responsible for authorizing all contracts & major policy decisions. In this fashion, there is a system of checks & balances for all work & payments associated with the use of these grant funds.

### **2.6 Project Need – Describe why this project is necessary in enhancing economic development or unlocking other housing and/or jobs.**

*(1,000 of 1,000 characters)*

Williamstown is a small town (pop. 7,513), but faces more risk than many larger communities 3-4 times its size. It is the largest MA town in area (48 sq mi) with 33 sq mi of forest & wetlands, & over 15 mi of riverfront. Attractions such as the Appalachian Trail, Mt. Greylock State Reservation, Clark Art Institute, Williams College Art Museum & the Williamstown Theater Festival bring in over 500,000 tourists per year. An active Pan Am Railway freight line still runs through town 6 times per day. Industrial areas, hotels, multi-family residences, senior housing, assisted living & nursing homes all add to the emergency services load.

We want Williamstown to grow, attract more residents, businesses, & offer more housing. More residents, more businesses, more industry & even a bigger tourism economy all bring more service calls. We want to promote housing & economic



## APPLICATION

growth in town, but this cannot happen if the Town does not have the safety infrastructure in place to manage this growth.

**2.7 Progress to date – What progress has the applicant made on this project to date? Include details about planning, stakeholder engagement, development tools used, noting if the project is included in any adopted municipal or regional plans (e.g. Master Plan, CEDS, HPP, etc.), etc.** *(1,997 of 2,000 characters)*

The WFD has been working toward realizing a new station for many years. In FY22, we won a Rural & Small Town grant for design funds. This One Stop grant will help us fund the construction phase. To date, we have spent over \$1.3m in qualifying matching funds, financing site acquisition, a feasibility study, Phase 1 environmental assessment, wetlands mapping, operational assessment, surveys, geotech, legal, architectural design, OPM oversight, & financial consulting.

The WFD purchased a 3.76 acre parcel in 2018, thus giving us full site control. An OPM was brought on in 2021 to facilitate designer selection. The Designer RFP was issued June 2021, with the Designer Pre-Bid Conference held in July 2021. The Designer contract was awarded September 2021. We are currently in the Schematic Design phase, which will be complete in June 2022. Design Development will be complete in October 2022, with final Construction Drawings complete in December 2022.

The need for a new facility or substation was mentioned in our 2002 Master Plan, the 2010 Master Plan Action Plan & the 2019 Hazard Mitigation Plan. This project has support of the community, as demonstrated by the 2/3 vote needed to acquire property & subsequent budgetary approvals needed to fund feasibility, due diligence efforts & architectural design, all approved by residents at District Meetings - a typical open town meeting-like gathering for registered voters to conduct the transaction of Williamstown Fire District business such as the approval of budgets, appropriating funds, property acquisition, etc. (See recent appropriation certified vote in the ATTACHMENTS Section.) There has been much community outreach throughout the process including public presentations, FAQ sheet distribution & letters to the editor. The Building Committee & our Community Advisory Committee are also made up of residents & their meetings are open to the public, as well as live streamed and available on local cable access website.

# APPLICATION

**2.8 Prior State/Federal Funding - Has the applicant applied for or received state or federal funding for this project? Please detail any type of funding, including grants, financing, etc. from any state agency or quasi-public agency (i.e. MassDevelopment).** *(1,776 of 2,000 characters)*

In FY22, the WFD won a successful Community One Stop: Rural & Small Town Development Grant. This maximum award of \$400,000 is helping us achieve the specification and schematic design phase, currently nearing completion. We have not received any other state or federal funding toward the project. We would like to pursue other grant opportunities, should they arise. We also will do some community fundraising, once the full cost estimate has been completed & we have hard numbers for the residents. We are still in the schematic design phase & will have final construction drawings in December.

We are hoping we qualify for the USDA’s Rural Development Community Facilities Direct Loan Program for a no interest capital improvement loan, but have not applied for this yet. This mechanism provides affordable funding to develop essential community facilities in rural areas - to construct, expand or improve facilities that provide public safety &/or public services. If this endeavor is not successful, we will bond for the remaining funds. We are also hoping that House Bill HR 3728 “Fire Station Construction Grants Act” will be approved which will allow 1 billion for FEMA to support station construction. However, there has been no movement on this bill since June 2021.

Earlier this year, we hired a PFM financial consultants to help us formulate a Capital Plan, and to also assist us with financing strategies for this project. As we are a taxing authority, we can bond for the project, and apply a tax levy. But as Williamstown is a small town with a population of 7,513, we cannot overburden our small tax base who have seen home values soar the past couple of years. PFM will guide us through issuing debt, as well as sound financial, debt & tax policies.

**2.9 Timeline – Provide the start/end dates for the overall project and any other notable periods.** *(Note: Grants will be announced in fall 2022 for contracts starting in FY23. Dates below should reflect that timing.)*

Target Start Date of the Project:	04/01/2023
Target End Date of the Project:	12/31/2024
Other: <b>Construction Drawings Complete:</b>	12/31/2022
Other: <b>Construction RFP Issued:</b>	02/01/2023

## APPLICATION

### **2.10 Timeline Information – Describe the timeline for the project and provide information about any notable dates and/or milestones.**

*(961 of 1,000 characters)*

We are currently in schematic design & are applying for funds for the construction phase of this project. An OPM & architect are already onboard. The Designer RFP was issued June 2021, with a contract awarded September 2021. The OPM will assist with the construction RFP & General Contractor bid selection process.

Schematic Design drawings will be complete June 2022, with Design Development drawings completed in October 2022. Construction Drawings will be finalized in December 2022, with bid documents ready in January 2023. Cost estimates will be updated at each design phase – schematic design, design development & construction drawings. Funding will be in place January 2023, with the construction RFP issued February 2023. The Pre-Bid Conference will take place late Feb./early March 2023, with a construction contract awarded April 2023. The construction phase is expected to be complete & a Certificate of Occupancy issued in December 2024.

### **2.11 Anticipated Outcomes - Provide a description of the anticipated outcomes of the project. Describe the envisioned end use and expected impacts, such as information about housing, jobs, residents or businesses supported.**

*(1,952 of 2,000 characters)*

A new facility will give us the work room & circulation needed to relieve terrible bottlenecks that currently increase the station's response time, hinders deployment, & jeopardizes the rescue process. It will give us a decontamination area for equipment & personnel. A new facility will give us space for day rooms, bunk rooms, locker rooms/showers for both male & female personnel, providing a safe & comfortable work environment. During the 4 days battling last year's East Mountain brush fire, our facility had NO much-needed day rooms, bunk rooms or showers for respite of firefighters. A new facility will give us training rooms for firefighters, to better provide them with the trainings & certifications to give them the knowledge they need to conduct their duties as safely as possible. An untrained & inexperienced staff is dangerous to all involved. Our senior population, classified as a vulnerable population, is estimated to currently be at 25%. As this population continues to age in place, it will require more & more emergency medical services, which we will need to provide.

The WFD will be absorbing the Forestry Department & a new facility will allow us to keep all equipment & personnel under one roof. A new facility will give us community space to hold such important events such as CPR classes, defibrillator/fire extinguisher trainings, fire extinguisher trade-ins, car seat installations, Halloween Candy examination, Touch-A-Truck Days, climate event preparation (wild fires, floods, ice

## APPLICATION

storms, power outages) & other important fire safety education. It will give us ADA accessible rooms for inspections, permitting & construction plan review. A new facility will also allow us to become a sanctioned emergency shelter, an emergency operations center and backup dispatch center. Lastly, a new facility will allow us to purchase standard-sized apparatus (instead of custom vehicles), a cost-savings to the taxpayers.

### 2.12 Does the project support and/or directly result in any of the following Sustainable Development Principals? *(Check all that apply or None.)*

- Concentrate Development and Mix Uses
- Advance Equity
- Make Efficient Decisions
- Protect Land and Ecosystems
- Use Natural Resources Wisely
- Provide Transportation
- Increase Job and Business Opportunities**
- Promote Clean Energy**
- None

### 2.13 Does the project support and/or directly result in any of the following development outcomes? *(Check all that apply or None.)*

- Transit-Oriented Development (located within a half mile of a transit station or route)
- Developments that Contain a Mix of Residential and Commercial Uses
- Production or Preservation of Housing (with density of at least four units to the acre)
- Developments that are Reusing Previously Developed Sites
- Development of Underutilized Properties**
- Development of Commercial Areas in a Downtown**
- Development in a Transformative Development Initiative (TDI) District
- Development in an Opportunity Zone
- Development in a Cultural District
- Development in a 43D Expedited Permitting District
- Promote Equitable Opportunity (Equitable Opportunity is a principle outlined in the state's economic development plan – [Partnerships for Growth](#). Click [HERE](#).)
- Have Environmental Benefits
- Develop or support Small Businesses
- Included in the community's Local Rapid Recovery Plan (LRRP)
- None

## APPLICATION

**2.14 Is this project directly related to and/or seeking to support efforts related to economic recovery from the Covid-19 pandemic?**

Yes       No

**2.14a Describe the Covid-related harm or need to be addressed.**

n/a

**2.14b Explain why the requested funds are necessary to address the harm or need, and if the applicant intends (or not) to allocate local ARPA funds to also support this project.**

n/a

**2.15 Does the community have an active housing moratorium or any type of restriction of new housing?**

Yes       No

**2.16 Is the project site located within an Environmental Justice census block group? Click [HERE](#) to access the Commonwealth's Environmental Justice Map Viewer.**

Yes       No

**2.17 Does the applicant have a letter from the municipal CEO outlining knowledge of and support for the proposed project? (If yes, attach support letter.)**

Yes       No

**ATTACHMENT HERE**

*Attach the support letter from the municipal CEO.*

**Uploaded**

# WILLIAMSTOWN FIRE DISTRICT

P. O. Box 341

Williamstown, Massachusetts 01267

Office of the  
PRUDENTIAL COMMITTEE

34 WATER STREET  
(413) 458-8113

May 27, 2022

Jennifer Maddox, Undersecretary  
Department of Housing & Community Development  
100 Cambridge Street, Suite 300  
Boston, MA 02114

**RE: Williamstown Fire District, Grant Application  
"Community One Stop for Growth"**

Dear Ms. Maddox,

The Williamstown Fire District (WFD) is established by charter. It is a separate fiscal entity from the Town of Williamstown, and its own separate taxing authority. The WFD's Chief Governing Body is its 5-member Prudential Committee, and its Chief Legislative Body is the District Meeting, a typical open town meeting-like gathering for registered voters to conduct the transaction of Williamstown Fire District business. In FY22, the WFD won a successful Rural and Small Town Development Capital Grant from the MA Department of Housing and Community Development (DHCD) to fund the schematic design of a new fire station. As Williamstown's large number of tax-exempt properties and small tax-base makes funding large capital projects difficult, the Fire District is looking to leverage those grant funds by seeking funds for the next phase of the project - construction. As Chair of the Prudential Committee, we fully support this application.

The current Williamstown Fire Station was built in 1950. The building is vastly under-sized for the needs of today's department, technology, and equipment. Due to the current station's limited size, the Fire District is unable to purchase standard-sized equipment. Overcrowded apparatus bays due to lack of storage increases the station's response time, hinders deployment, and jeopardizes the rescue process. There is no decontamination area for equipment and personnel. Ventilation is limited and not up to code. The building isn't sprinklered. There are no ADA accessible public restrooms. In May 2021, one of the largest forest fires in state history started in Williamstown, burning nearly 1,000 acres over a three-day period. Our facility had no bunk rooms, showers or dining areas to offer respite to our firefighters nor those who came in from elsewhere to assist.



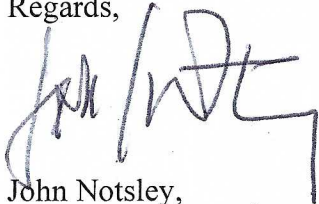
The current building does not meet many standards and guidelines as recommended by the National Fire Protection Association (NFPA) and the Air Force Fire Station Design Guide. A proper facility for Williamstown's size and needs would be over 19,000 SF. The current building measures approximately 5,000 SF, nearly one quarter of the size recommended. Management and operation of the Forestry Department is being transferred from the Town to the Fire District. This department will be relocated to all be under one roof, in our anticipated new facility.

Our current facility lacks any community space to hold such important events such as CPR classes, defibrillator/fire extinguisher trainings, car seat installations, Halloween Candy examination, climate event preparation (wildfires, floods, ice storms, power outages) or other fire safety education. A new facility will not only give us this space, but also will allow us to become a sanctioned emergency shelter, an emergency operations center and backup dispatch center.

The WFD has been working toward realizing a new station for many years. This grant will help us achieve the specification and schematic design phase. To date, we have invested over \$1,000,000 in qualifying matching funds, financing site acquisition, Feasibility Study, Phase 1 Environmental Assessment, Wetlands Mapping, Operational Assessment, surveys, geotech, legal, architectural design and OPM services. The WFD purchased a 3.5-acre parcel in 2018, thus giving us full site control. This project has support of the community, as demonstrated by the 2/3 vote needed to acquire property, approved at District Meeting, as well as approvals for design funding appropriations.

We ask that you look favorably on this grant application.

Regards,

A handwritten signature in black ink, appearing to read 'John Notsley', written over a faint, illegible stamp or watermark.

John Notsley,  
Prudential Committee Chair



## APPLICATION

**SITE INFORMATION: SHOW ONLY for projects in Site Preparation, Building, or Infrastructure Categories.**

**2.18 Project Address(es):** *(If multiple, enter the addresses for each parcel individually. Add lines as necessary.)*

562-580 Main Street, Williamstown, MA 01267

**2.19 Parcel ID(s):** *(If multiple, enter the ID for each parcel individually. Add lines as necessary.)*

121-032-000

**ATTACHMENT HERE**

*Attach a locus map showing project location.*

**Uploaded**



# Zoning Map

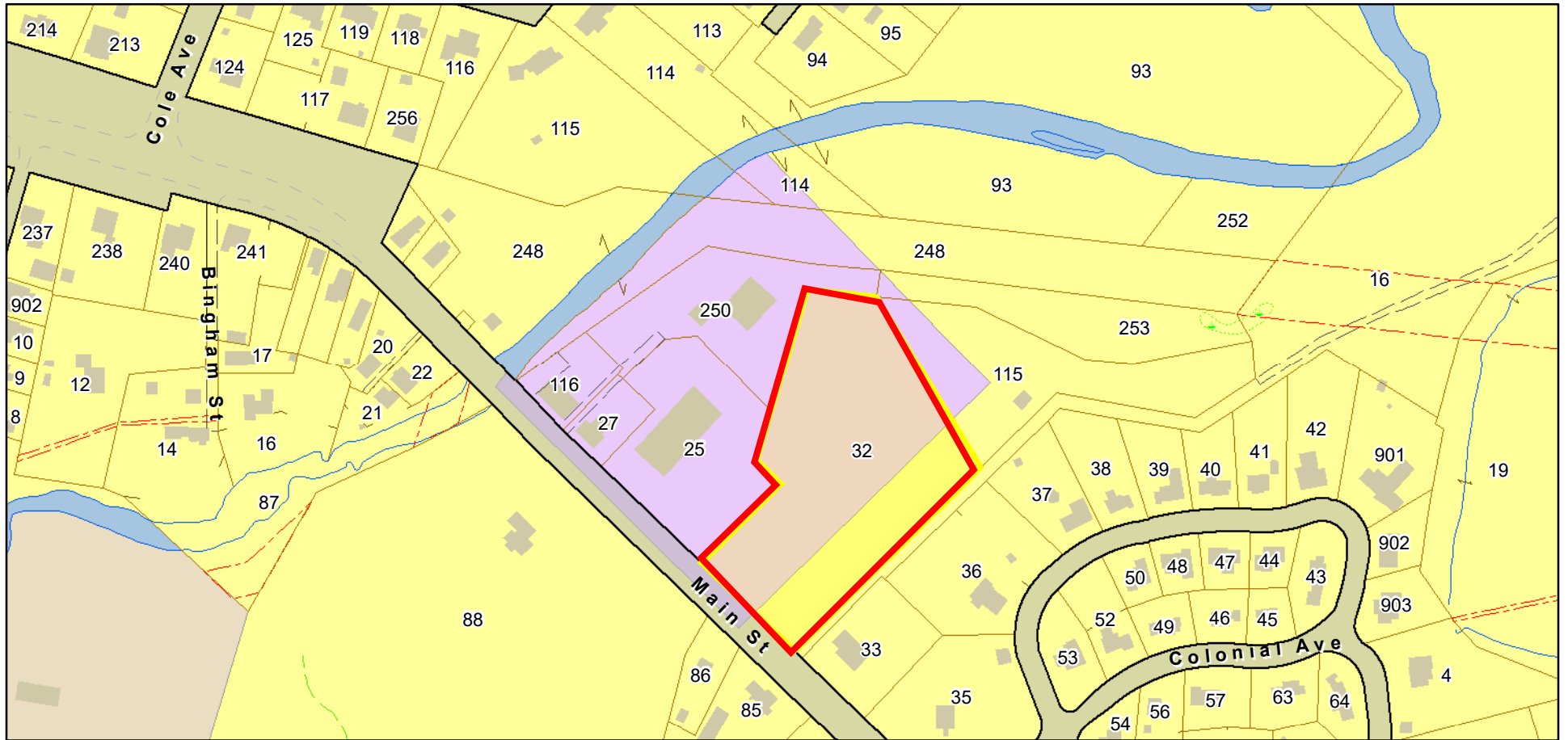
Williamstown, MA



May 21, 2022

1 inch = 276 Feet

www.cai-tech.com



Street Names	Public Road	Travel Way	Trail	Public Road	Limited Business
PWater	Private Road ROW	PropNotPar	Wetland	Wet Areas	Limited Industrial
Private Road	Right of Way	Property Hook	WaterLines	Water-poly	
Property Line	Utility	Property TIC	Buildings	General Residence	

Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.



# Town Owned Lands

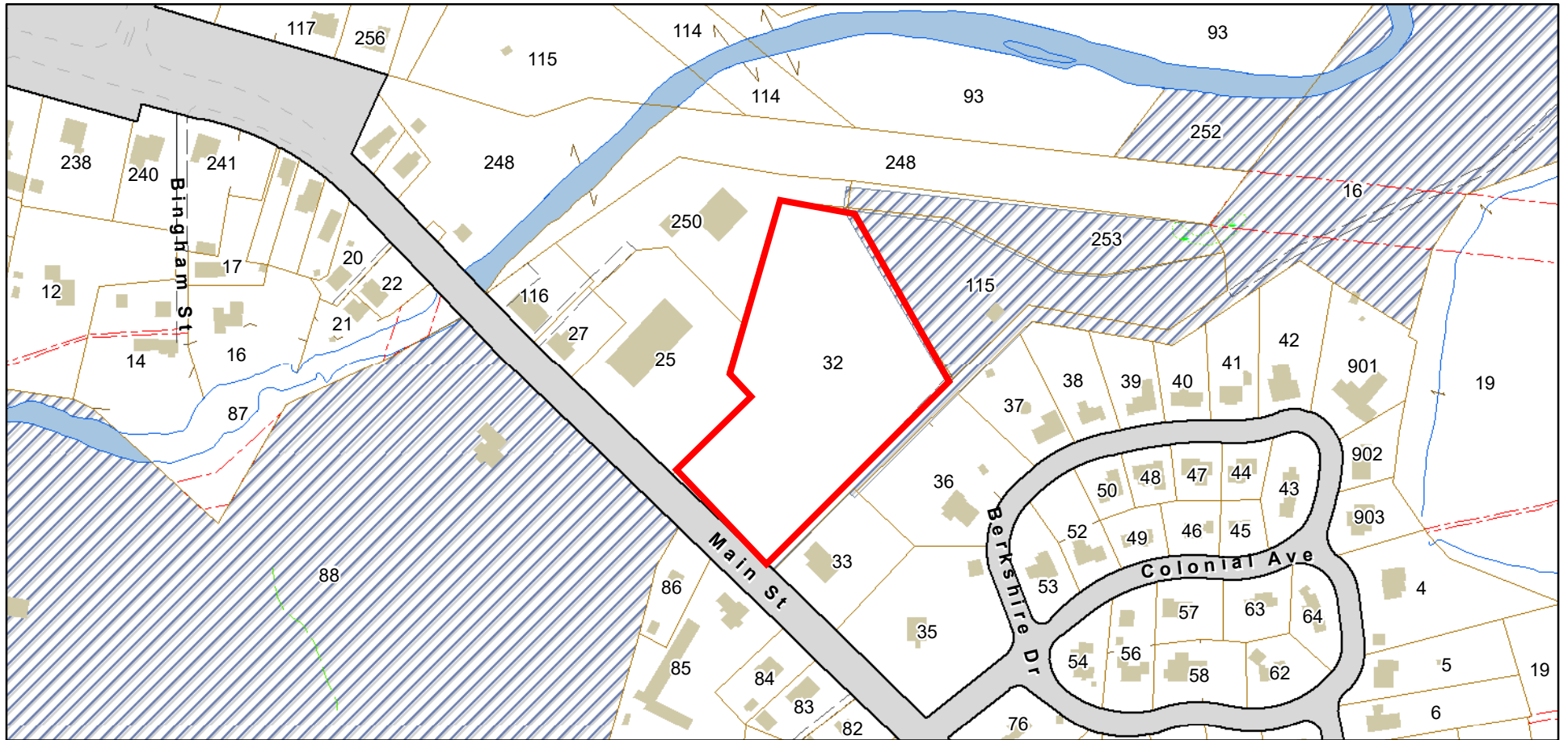
Williamstown, MA



May 12, 2022

1 inch = 276 Feet

www.cai-tech.com



Street Names	Public Road	Travel Way	Trail	Public Road
PWater	Private Road ROW	PropNotPar	Wetland	Wet Areas
Private Road	Right of Way	Property Hook	WaterLines	Water-poly
Property Line	Utility	Property TIC	Buildings	Town Owned Land

Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.



# DEP Wetlands Map

Williamstown, MA



May 12, 2022

1 inch = 276 Feet

www.cai-tech.com



Street Names	Public Road	Travel Way	Trail	Public Road	Open Water
PWater	Private Road ROW	PropNotPar	Wetland	Wet Areas	
Private Road	Right of Way	Property Hook	WaterLines	Water-poly	
Property Line	Utility	Property TIC	Buildings	Wooded marsh	

Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.



# Floodplain Map

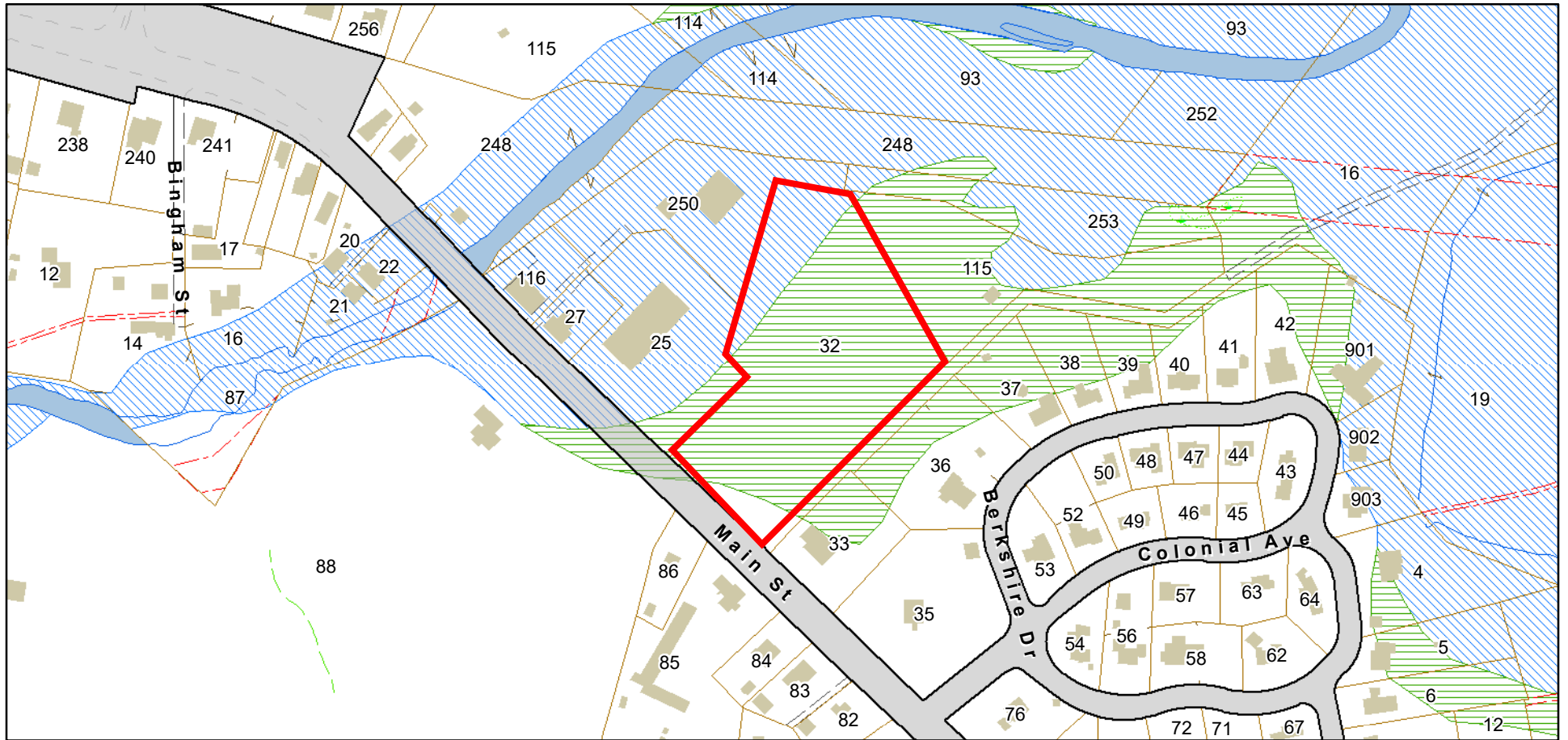
Williamstown, MA



May 12, 2022

1 inch = 276 Feet

www.cai-tech.com



Street Names	Public Road	Travel Way	Trail	Public Road	500 Yr - Zone X500
PWater	Private Road ROW	PropNotPar	Wetland	Wet Areas	
Private Road	Right of Way	Property Hook	WaterLines	Water-poly	
Property Line	Utility	Property TIC	Buildings	100 Yr - Zone AE	

Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.



## APPLICATION

**2.20 Describe the project site(s) or building, include square footage, ownership history, past/present uses and operators, conditions of any existing building(s), historic considerations, unique challenges that may exist at this location, etc.**

The WFD purchased a 3.76 acre parcel in 2018, giving us full site control. We are utilizing roughly 3.37 acres, leaving the rest undisturbed. We are aiming to build a 28,000 SF fire station, a solar field & improve the Town-owned road into Linear Park behind the facility.

The site is in both the 100 yr & 500 yr floodplains; however, all work within the 100 yr floodplain does not change the flood storage volume, so no fill. The grade either stays at existing elevations or is lower. All proposed fill is outside of the 100 yr floodplain. The current design slab elevation is above the 500 yr flood elevation.

The site previously had a few residential buildings & outbuildings on it, which were cleared by the previous owner. The site was vacant & underutilized prior to purchase. The undisturbed area will protect waterways, wetlands, wildlife/plant habitats, migration corridors & pollination resources. It will also promote passive recreation by connecting to other trails & Linear Park.

**2.21 What type of use is currently allowed by zoning on the project site(s)? (Check all that apply)**

- Industrial/Commercial
- Residential – Single Family / Townhome
- Residential – Multi-family
- Mixed - Use
- Other: Limited Business (retail goods/services)
- None of the above

**2.22 Would you like this application to be reviewed for potential 43D expedited permitting designation of the site? (If site is already designated, check No.) (Show only for public organizations)**

- Yes       No

# APPLICATION

**FOR OFFICE USE ONLY:** The table below will display the total request amount from each of the corresponding budget tables, based on the category selection(s) at 2.1. It will remain blank until the applicant begins to enter budget numbers in any of the respective sections of this application. The values in this table will be automatically updated, only AFTER the budget numbers in each section are entered/changed and that page is saved.

<b>Section / Category</b>	<b>Amount Requested</b>
Section 3: Capacity Building	\$0
Section 4: Planning and Zoning	\$0
Section 5: Site Preparation	\$0
Section 6: Building	\$2,000,000
Section 7: Infrastructure	\$0
<b>Grand Total Requested</b>	<b>\$2,000,000</b>



# APPLICATION

## SECTION 6: Building (Vertical Construction) Questions

6.1 Before you proceed, have you read the guidelines for Underutilized Properties Program and/or Collaborative Workspaces Program?

Yes       No

### SHOW FOR ONLY RURAL/SMALL COMMUNITIES IN 1.1

*By virtue of your community's status as a Rural or Small, this project is eligible for the Rural and Small Town Development Fund. Please note that the maximum Rural and Small Town Development Fund award is \$400,000.*

6.1a Have you read the guidelines for the Rural and Small Town Development Fund?

Yes       No

6.1b Is the proposed project budget \$400,000 or less? (If yes, show questions 6.39)

Yes       No

6.2 What is the focus of this project? (Choose Pre-Development or Capital Improvement, then check all that apply)

- Pre-Development: Buildings**
- Building Condition Study
  - Building Development Feasibility Studies
  - Code Compliance Studies
  - Architectural or Engineering Plans
  - Coworking Space Feasibility Studies
  - Other. Specify: \_\_\_\_\_
- Capital Improvements**
- Building Code Compliance
  - Fire/Life Safety Code Compliance
  - Accessibility Improvements
  - Building Shell Repair
  - Building Stabilization

## APPLICATION

- HVAC Improvements or Renovations
- Interior Demolition or Remediation
- Coworking Space Tenant Improvements or other Fit-Out (Equipment/Furnishings)
- Other. Specify:** [New construction](#)

### **6.3 Narrative / Scope of Work – Describe the proposed work that will be funded by the grant and carried out to further this project.**

*(3,997 of 4,000 characters)*

The WFD is applying for construction funding for a new fire station. We are currently in the Schematic Design phase, with final Construction Drawings complete in December 2022. We are aiming to build a 28,000 SF fire station, complete with 6 full apparatus bays, lobby, dispatch, watch room, offices, conference room, records room, kitchen, ready room, decontamination room, training room, day room, bunk rooms, male/female locker rooms/showers & storage – most of which we do not have today in our 5,000 SF facility. In addition, management & operation of the Forestry Department is being transferred from the Town to the Fire District. There is no room to house this department in our current facility.

A 2019 operational assessment concluded that the paid on-call fire department may not be a sustainable staffing solution long-term. An increase in the aging population requiring emergency medical services, & a decline in the recruitment, retention, & availability of paid on-call first responders is not sustainable. It may become necessary to introduce a different staffing model in the future. Regardless if a fire station is manned fulltime or a volunteer fire station, there are times when station coverage for long periods of time are needed. Prolonged weather events, disasters or search/rescues require long-term response activities of personnel, sometimes from other assisting communities. The current station has no bunk rooms, locker rooms, shower facilities or full kitchen. The new station will include separate facilities for both male & female firefighters. The WFD is an equal opportunity employer & will have several female members once the Forestry Dept is brought under the department.

The new station will give us training rooms for firefighters, to better provide them with the trainings & certifications to give them the knowledge they need to conduct their duties as safely as possible. The closest firefighter training facility is in Springfield, MA - 75 miles away. We are programming a 50-seat classroom & other training areas including a bail-out window, confined-space extrication, mask confidence & entanglement training areas.

A new facility will give us community space to hold important events such as CPR classes, defibrillator/fire extinguisher trainings, fire extinguisher trade-ins, car seat

# APPLICATION

installations, climate event preparation (wildfires, floods, ice storms, power outages) & other community risk reduction efforts. It will give us ADA accessible rooms for inspectional services, permitting & construction plan review. A new facility will also allow us to become a sanctioned emergency shelter, an emergency operations center and backup dispatch center.

We cannot stress enough the need for a decontaminant area. Occupational exposures to formaldehyde, arsenic, styrene & hydrocarbons make cancer rates among firefighters much higher than the national average. MRSA is a highly infectious bacterial infection that is antibiotic resistant & being found in stations nationwide. A 2011 study found more than 50% of the 33 fire stations in Seattle tested positive for MRSA. Similar studies have been done in Tucson & NYC. Turnout gear & equipment need to be cleaned in specialized washer-extractors, operating at high temps & pressure to remove particles. Personnel must shower & decontaminate hazmat in a hot zone area, before entering into a clear zone. Currently, breathing apparatus gear is washed in the kitchenette sink where food is prepared. Upgraded mechanicals will keep areas pressure-differentiated so that contaminated air from hot zones is vented out & not filtering into clean areas.

Williamstown is a Green Community, voting at the 2021 Town Meeting to commit the Town to a net-zero greenhouse gas emissions goal by 2050. For sustainability, we are building a 350-400 MWh solar field & installing 2 rain gardens. Furthermore, we are aiming to achieve ILFI Zero Carbon Certification for the facility itself, a fully net-zero building.

**6.4 Budget – In the table below, provide the total budget for the proposed project. Show the total estimated cost for each category, based on the selections above, by entering the amount requested/allocated by this application and the amount(s) covered with matching funds, if any.**

Spending Category	Funds Requested	Match / Other Funds	Total Project Budget	Source of Match / Other Funds
<b>Capital Costs</b>				
Building Code Compliance				
Fire/Life Safety Code				
Accessibility Improvements				
Building Shell Repair				
Building Stabilization				
HVAC Improvements or				

# APPLICATION

Interior Demolition or Remediation				
Tenant Improvements or other Fit-Out ( <i>Equipment &amp; Furnishings for Collaborative Workspaces only</i> )				
<b>Other. Specify: <i>New construction</i></b>	\$2,000,000	\$12,292,200.63		Bonding, grants, USDA Loan, fundraising
<b>Total</b>	\$2,000,000	\$12,292,200.63	\$14,292,200.63	

**6.5 Provide line item explanations, justifications, and/or notes. Include description of the source(s) and status of all matching funds.**

*(995 of 1,000 characters)*

To date, we have spent over \$1.3m in qualifying matching funds - financing site acquisition, a feasibility study, Phase 1 environmental assessment, wetlands mapping, operational assessment, surveys, geotech, legal, architectural design, OPM oversight, & financial consulting. Sources for this funding include funds raised through tax levy & appropriated at District Meeting. It also includes an FY22 \$400k Rural & Small Town Grant to fund the design phase currently underway.

We would like to pursue other grant opportunities, should they arise. We also will do some community fundraising, once the full cost estimate has been completed. We are hoping to qualify for the USDA’s Rural Development Community Facilities Direct Loan Program for a no-interest capital improvement loan, but have not applied for this yet. This mechanism provides affordable funding to develop essential community facilities in rural areas. If this endeavor is not successful, we will bond for the remaining funds.

**ATTACHMENT HERE** *Attach a cost estimate or proposal from prospective consultant(s) or professional services provider(s) for this project. If providing full estimate for the project, specify what parts would be specifically funded by grant funds.*

**Uploaded**



<b>Williamstown Fire District - Cost Estimate</b>		
<b>Projected 28,200 SF Building</b>		
<b>Item</b>	<b>Amount</b>	<b>NOTES</b>
<b>Phase I - Due Diligence</b>		
Feasibility Study	\$ 10,000.00	<i>Completed</i>
Phase I Environmental Assessment	\$ 8,170.00	<i>Completed</i>
Surveys, wetland mapping, geotech	\$ 37,094.00	<i>Completed</i>
Site Acquisition	\$ 404,000.00	<i>Completed</i>
Legal	\$ 10,073.00	<i>Completed</i>
Operational Assessment	\$ 20,625.00	<i>Completed</i>
Feasibility Study Update	\$ 4,680.00	<i>Completed</i>
OPM services - Designer selection	\$ 62,933.00	<i>Completed</i>
Financial/Funding Consultant	\$ 10,000.00	<i>Contract ongoing</i>
Grant Consultant - Design	\$ 10,300.00	<i>Completed</i>
Grant Consultant - Construction	\$ 10,300.00	<i>Contract ongoing</i>
<b>TOTAL Phase I</b>	<b>\$ 588,175.00</b>	
<b>Phase II - Design</b>		
OPM services - Schematic Oversight	\$ 68,300.00	<i>Contract ongoing</i>
<u>Architectural Services</u>		
Schematic Design	\$ 54,736.00	
Design Drawings	\$ 218,943.00	
Construction Drawings	\$ 136,839.00	
Bid Documents	\$ 27,368.00	
<u>Additional Due Diligence</u>		
Feasibility Update	\$ 16,689.75	
HazMat Survey	\$ 21,571.81	
Geotech/Environmental	\$ 91,774.00	
Survey	\$ 18,996.24	
Civil Engineering	\$ 7,886.98	
Legal	\$ 14,174.48	
Printing/Bidding Expenses	\$ 44,927.07	
Graphics	\$ 11,509.94	
Architectural Reimbursable expenses	\$ 5,686.27	
Cost estimating	\$ 29,838.00	
<b>TOTAL Phase II</b>	<b>\$ 769,240.54</b>	
<b>Phase III - Construction</b>		
Construction	\$ 11,959,321.43	<b>** Seeking grant funding for this phase **</b>
Construction oversight	\$ 179,967.00	
Testing	\$ 36,244.55	
Traffic Improvements	\$ 34,000.69	
Structural Survey	\$ 196.06	
Structural Inspection	\$ 23,410.76	
Utility Connection Fees	\$ 41,502.61	
Acoustics	\$ 4,172.44	
Computer/IT	\$ 702,422.49	
Furniture, Fixtures & Equipment	\$ 344,143.29	
Relocation Costs	\$ 15,361.09	
Project Management	\$ 268,723.65	
Clerk	\$ 109,924.75	
Contingencies	\$ 492,809.82	
Bond Cost	\$ 80,000.00	
<b>TOTAL Phase III</b>	<b>\$ 14,292,200.63</b>	
<b>TOTAL Project Cost</b>	<b>\$ 15,649,616.17</b>	<i>As of FY23</i>
<b>Anticipated 2024 Escalation</b>	<b>\$ 16,275,600.82</b>	

## APPLICATION

**6.6 What additional work and/or adjacent but separate work does the applicant plan to do beyond the work funded by this requested grant? Describe the scope, estimated cost, and timeline. Provide a pro forma and/or business plan if available. (1,640 of 2,000 characters)**

We will be utilizing 3.37 acres of the 3.76 acre site, including installing a solar field, 2 rain gardens, & parking (6 public in front, 48 personnel in back.) To facilitate this rear access, we will be widening Linear Park Road.

Linear Park Road is a long, Town-owned, stone dust access road, along the eastern boundary of the project site. The most efficient site design widens Linear Park Road onto .37 acres of our site to facilitate access to the parking areas. For example, should a truck break down in the middle of the front drive apron, we need emergency egress for other equipment to exit the site.

We are in negotiations with the Town as to who will be responsible for funding & constructing this road work piece. As we are still in the schematic design phase, we do not have a breakout cost estimate for this specific line item, as of yet. We cannot assign a value to the road widening until we are in Design Development & begin cost estimating the specific line-item breakouts by individual trade division. This roadwork would be done concurrently with the construction project, & completed prior to substantial completion & punchlist, likely September 2023.

Widening & paving Linear Park Road improves public access to Linear Park & the tennis court. While the whole fire station construction project is technically a public benefit providing greater safety for the community, this piece of the project directly benefits residents by providing easier & safer park access. A paved surface is easier to traverse for residents with mobility issues, walkers, wheelchairs & baby strollers.

**ATTACHMENT HERE**

*Attach a pro-forma and/or business plan demonstrating the additional construction work that is planned for this project. If Predevelopment, attach pro-forma or other relevant documents to the scope of the project.\**

**Uploaded**

*(\*For WFD reference, This question does not allow for an N/A answer. We cannot assign a value to the road widening until we are in Design Development & begin cost estimating the specific line item breakouts by individual trade division. I utilized this upload area to explain this, as well as the problems with the subsequent chart 6.8, as it did not apply to vacant land, only buildings.)*

6.6 **ATTACHMENT HERE** : *Attach a pro-forma and/or business plan demonstrating the additional construction work that is planned for this project. If Predevelopment, attach pro-forma or other relevant documents to the scope of the project.*

**This question does not allow for an N/A answer. We cannot assign a value to the road widening until we are in Design Development & begin cost estimating the specific line item breakouts by individual trade division.**

**6.8 Building Details** – *Complete the table to below to outline the specific characteristics of the building, particularly as they relate to the current vacancy rates and/or uses of the property.*

**Chart 6.8 does not apply to underutilized, vacant land. We are applying for new construction & are not rehabbing an existing building. The chart will not allow entries of zero, or N/A. I am forced to enter 1111 for building year when there are NO buildings on the vacant land & enter 1 for # of stories when there are none. Below are the correct answers to the chart.**

In what year was the property built?	<b>N/A – vacant land</b>	
How long (years) has the property been in its current ownership?	4 years	
What is the property’s current assessed value?	\$298,700	
What is the property’s appraised value?	<b>N/A - No appraisal on file</b>	
If known, what was the date of the most recent appraisal?	<b>N/A - No appraisal on file</b>	
How many floors (stories) does the property have?	<b>N/A - vacant land</b>	
How many square feet of the property can potentially be occupied?	146,797 SF	
Is the property currently vacant?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
What is the property’s overall vacancy rate (%)?	100% - <b>vacant land</b>	
Check which floors exist in the building, and specify the vacancy rate and use(s) by floor.		
<input type="checkbox"/> Basement	% Vacant:	Present Use: <b>N/A</b>
<input type="checkbox"/> 1 <sup>st</sup> Floor	% Vacant:	Present Use: <b>N/A</b>
<input type="checkbox"/> 2 <sup>nd</sup> Floor	% Vacant:	Present Use: <b>N/A</b>
<input type="checkbox"/> 3 <sup>rd</sup> Floor	% Vacant:	Present Use: <b>N/A</b>
<input type="checkbox"/> 4 <sup>th</sup> Floor & Above	% Vacant:	Present Use: <b>N/A</b>



# APPLICATION

## 6.7 Do you own this property, for which you are applying?

Yes       No

## 6.8 Building Details – Complete the table to below to outline the specific characteristics of the building, particularly as they relate to the current vacancy rates and/or uses of the property.

In what year was the property built?	<b>1111</b>	
How long (years) has the property been in its current ownership?	<b>4</b>	
What is the property’s current assessed value?	<b>\$298,700</b>	
What is the property’s appraised value?	<b>\$1</b>	
If known, what was the date of the most recent appraisal?		
How many floors (stories) does the property have?	<b>1</b>	
How many square feet of the property can potentially be occupied?	<b>146,797</b>	
Is the property currently vacant?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
What is the property’s overall vacancy rate (%)?	<b>100.00</b>	
Check which floors exist in the building, and specify the vacancy rate and use(s) by floor.		
<input type="checkbox"/> Basement	% Vacant:	Present Use:
<input checked="" type="checkbox"/> 1 <sup>st</sup> Floor	<b>% Vacant: 100.00</b>	<b>Present Use: Empty vacant land parcel, no buildings</b>
<input type="checkbox"/> 2 <sup>nd</sup> Floor	% Vacant:	Present Use:
<input type="checkbox"/> 3 <sup>rd</sup> Floor	% Vacant:	Present Use:
<input type="checkbox"/> 4 <sup>th</sup> Floor & Above	% Vacant:	Present Use:

## 6.9 Additional information/comments about the building details, as needed:

*(993 of 1,000 characters)*

**We purchased the site as a vacant lot in 2018. Prior to purchase, there were a few buildings on the property that were demolished by the previous owner. The last appraisal was done in 2010 & is not valid, as the site is now a vacant parcel.**

## APPLICATION

We are in a functionally obsolete 5,000 SF building. Calls went from 65 per year in 1950 to 250 per year. We provide different services (i.e. spill containment.) We need new & larger equipment (i.e. Jaws of Life, self-contained breathing apparatus.) Due to vehicle size & safety regulations, the average engine bay has now more than doubled in SF (279 SF in 1950 vs 712 SF today.) One modern ladder truck needs 912 SF, nearly 20% of our whole current facility. Turnout gear is stored in the bays. Firefighters don't have adequate space to dress & are forced to don gear right next to the trucks – a terrible safety hazard. There are new codes & standards for buildings - health/safety, egress, energy, ADA & gender equity - that we should be meeting.

**6.10 Can the entire property be used/occupied for the highest and best purposes?**

Yes       No

**6.11 Is the building (or any part of it) condemned?**

Yes       No

**6.12 Have there been any code enforcement actions taken in past 5 years?**

Yes       No

**6.13 Are property taxes current?**

Yes       No

**6.14 Community Support – Describe any community support for this project, including key stakeholder groups and their involvement in the project.**

*(1,917 of 2,000 characters)*

The Williamstown Fire District (WFD) is established by charter. It is a separate fiscal entity from the Town of Williamstown, but being a municipal public entity, it has its own separate taxing authority. The WFD's Chief Governing Body is its 5-member Prudential Committee (PC), and its Chief Legislative Body is the District Meeting, a typical open town meeting-like gathering for registered voters to conduct the transaction of Williamstown Fire District business such as the approval of budgets, appropriating funds, property acquisition, etc.

The WFD purchased a 3.76 acre parcel in 2018. This project has the support of the community, as demonstrated by the 2/3 vote needed to acquire property back in 2018. In both FY22 & FY23, budgetary approvals were needed to fund feasibility & due diligence efforts, all approved by residents at District Meetings. (See recent certified

## APPLICATION

appropriation vote in the ATTACHMENTS Section.) There has been much community outreach throughout the process including public presentations, FAQ sheet distribution & letters to the editor. The Building Committee for the new station, as well as a Community Advisory Committee, are both made up of residents.

All committee meetings are open to the public & live-streamed on local cable access. Building Committee meetings & presentations are recorded & available on the local cable channel's website. There are pages of information on the WFD website. The architect did an introductory progress report presentation live-streamed during a Building Committee meeting in December. In April, the architect did a public Zoom presentation for the community at large. A video of this presentation is available on the cable access website, as well.

The Building Committee is also seeking input from COOL, Williamstown's citizen climate action committee, on carbon neutrality & other green initiatives that might be explored.

**6.15 Describe the project's public purpose in one or more of the following categories: eliminating blight, increasing housing production, supporting economic development projects, increasing the number of commercial buildings accessible to persons with disabilities, conserving natural resources through targeted rehabilitation, and/or reuse of vacant and underutilized property. (4,000 of 4,000 characters)**

This project supports the growth of Williamstown through housing growth and economic development, while also reusing a vacant & underutilized property.

The site is a vacant 3.76 acre parcel of land largely located in the Limited Business zoning district. Prior to purchase, there were a few residential houses & several outbuildings scattered across the property. These buildings were in disrepair & were subsequently removed by the previous owner. Single family residences are not allowed in the LB District. The previous buildings were pre-existing, non-conforming structures. Our new facility puts the vacant parcel back into productive use.

Fire services are rarely recognized for the economic benefits provided by departments when they respond quickly, effectively & save businesses. A 2014 study between Arizona State University and the Phoenix Fire Department utilized a model designed to forecast the impact of public policies and external events on a community's economy & its population. It estimated that 3% - 5% of fire interventions are at commercial properties. Yet, these quick interventions to the study's 42 fires affecting 51 businesses over the course of 1 year saved 7,446 jobs, kept businesses operational, saved the state \$650 million in gross state product, as well as \$295.6 million in disposable personal

## APPLICATION

income. Without the Phoenix Fire Department's successful intervention at those 42 commercial fires, state tax revenues would have fallen by an estimated \$35 million. And none of this factors into the other 95% of what the fire department does every day!

Another case study by the Urban Fire Forum & the NFPA Research Foundation in 2018 studied the economics of a warehouse fire both with & without fire intervention. It looked at the value of property damage, job disruption, direct/indirect business interruption, & rent reduction. Without intervention, the economic impact totaled a loss of \$7.3 million. With intervention, the economic impact was mitigated to \$4.3m – a savings of \$3m.

By putting safety infrastructure in place, Williamstown can promote more housing growth in town. But this cannot happen if we do not have the tools to manage this growth safely. Multi-family development could be impeded due to insufficient equipment. For example, the height of a multi-family building could be limited by the current length of the ladder trucks in the fire department. Williamstown has to purchase custom equipment now, to fit in apparatus bays that are too short.

Housing development & economic growth brings with it many issues that involve the WFD. Homeowners need certificates of compliance to show smoke & carbon monoxide alarms meet requirements for a sale or transfer of a home. New construction needs plan reviews & inspections for certificates of occupancy. Certain industries may have other flammable storage permits &/or regulations that that need fire services attention. Right now, we do not have the proper public facing amenities for this.

Response time is being reduced every day due to extreme lack of space, which jeopardizes not only economic viability of goods & services, but more importantly public safety. Our 70-year-old station is vastly under-sized for the needs of today's department, technology & equipment. Lack of circulation creates bottlenecks, which increases response time, hinders deployment, & jeopardizes the rescue process. More residents, more businesses, more industry & even a bigger tourism economy all bring more service calls. Our vulnerable senior population is estimated at 25%. As this group ages in place, we will see more & more medical service calls.

We need modern equipment & technology to keep our community safe & to offer the upmost standards of service care. We need proper space for public services & a safe, up-to-date working environment for firefighters. It is time we position the Fire Department & the Town for what the next 50 yrs will bring. A new fire station will benefit all.

# APPLICATION

**6.16 Describe the impact the redevelopment would have on the surrounding area.** *(942 of 1,000 characters)*

The site is in the Limited Business District. There is an Aubuchon’s Hardware lumber yard to the west & an insurance agency to the east. The Williamstown Cemetery is across the street. The site is located on state Rte. 2 (also our Main St), so the roadway can handle the traffic & vehicle size. The project location will allow for quick responses to the retail district & accidents along Rte. 2.

The biggest abutting impact is to Linear Park, a 22-acre flood plain forest with 6-acre manicured area, located behind the site, along the Green & Hoosic Rivers. It has a tennis court, picnic area, trails & river access. The park is accessed by a long stone dust access road, along the eastern boundary of the project site. The most efficient site design widens Linear Park Road onto .37 acres of our site for access to the parking areas. The project includes improvements to the Town-owned road, thereby improving public access to Linear Park.

**6.17 For capital improvement request: A copy of each plan will be required if project is recommended.** *(Check all that apply.)*

Capital Improvement Item	Plans Available?
Building Code Compliance	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable
Fire/Life Safety Code Compliance	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable
Accessibility Improvements	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable
Building Shell Repair	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable
Building Stabilization	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable
HVAC Improvements or Renovations	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable
Interior Demolition or Remediation	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable
Tenant Improvements or other Fit-Out	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable
<b>Other. Specify: Construction Floor Plans</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable

**6.18 What percentage of the project design is completed? (Ex. 0%, 25%)**

25%

**ATTACHMENT HERE**

*Attach construction drawings and/or design documents that clearly demonstrate the proposed work.*

**Uploaded**



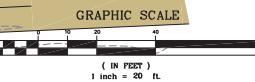
General Notes

1. Topographical base plan prepared from land survey performed by Guntlow & Associates, Inc. on December 2021 and GPS information. The datum is Massachusetts State Plane Grid and MVD 1988.

FEMA 100 YEAR FLOOD BOUNDARY OF GREEN RIVER

SOLAR ARRAY, APPROX. 19,200 SF TOTAL

Meridian Plot-B #116



**1** Site Plan Concept #1  
C2 1" = 20'

44

Site Plan Concept #1		REVISIONS	
DRAWN BY: C.R.	DATE: 5-20-22		
CHECKED BY:	DRAWING NO.:	#	DESCRIPTION
JOB NO.:	SCALE: 1" = 20'	DATE	WHOM



GUNTLOW & ASSOCIATES, INC.  
ENGINEERS - SURVEYORS - ARCHITECTS  
55 NORTH STREET  
WILLIAMSTOWN, MA 01267  
413-458-2118  
413-458-2712 FAX

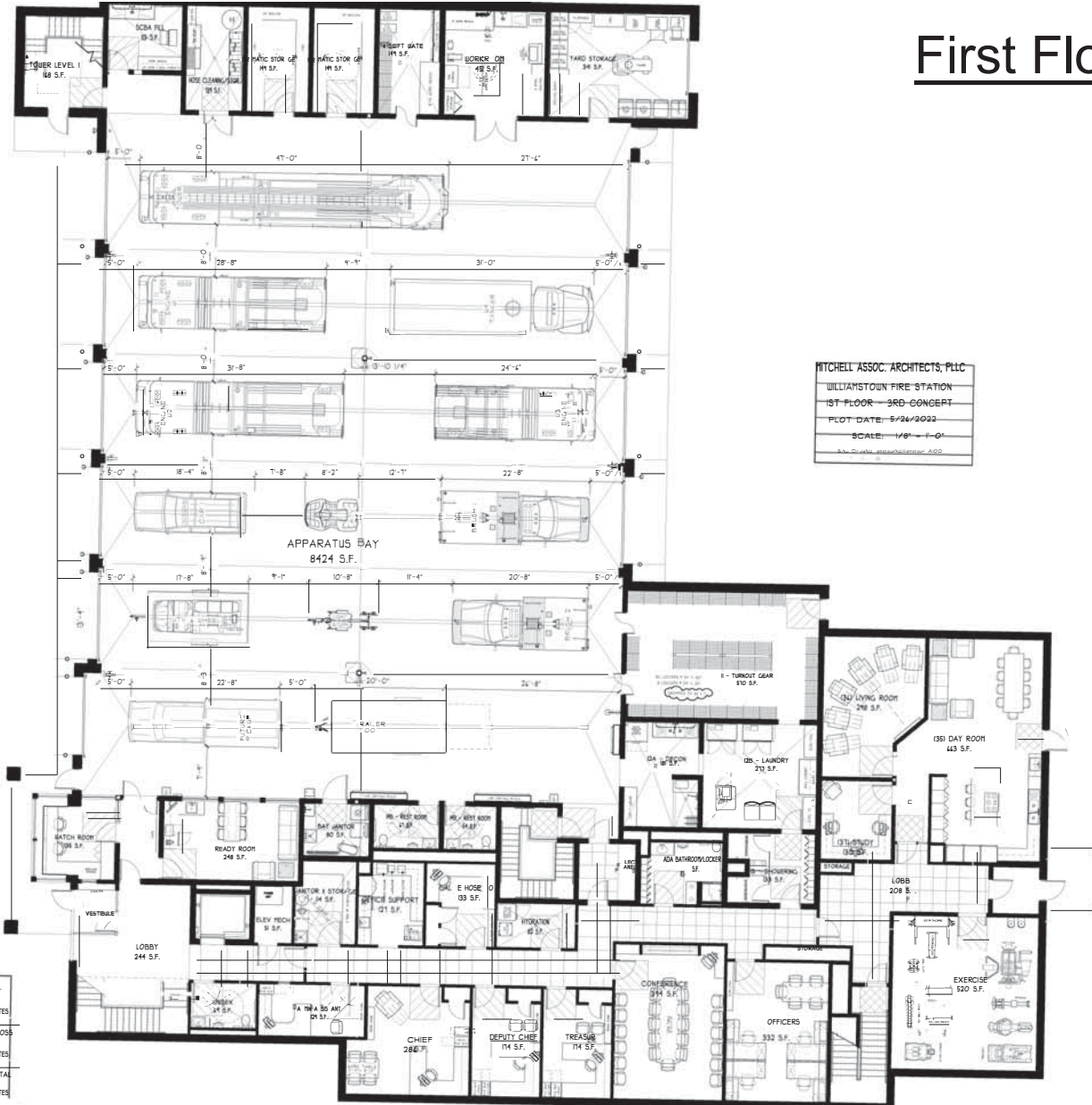
**New Fire Station Project**  
PREPARED FOR:  
Williamstown Fire District  
Main Street, Williamstown, MA

C2

SHEET OF



# First Floor



MITCHELL ASSOC. ARCHITECTS, PLLC  
 WILLIAMSTOWN FIRE STATION  
 1ST FLOOR - 9RD CONCERT  
 PLOT DATE: 5/26/2022  
 SCALE: 1/8" = 1'-0"  
 S.S. DESIGN REPRESENTATIVE: ADP

FOOTPRINT	1881 S.F.
PROGRAM STATES	2071 S.F.
2ND FLOOR GROSS	424 S.F.
PROGRAM STATES	443 S.F.
MEZZANINE TOTAL	1705 S.F.
PROGRAM STATES	1913 S.F.
TOTAL AREA	2124 S.F.
PROGRAM STATES	2822 S.F.

PREVIOUS TOTAL AREA  
 2784 S.F.  
 AMOUNT STILL OVER  
 PREVIOUS PLAN  
 34 S.F.



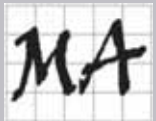




preferred exterior scheme - view 4  
05.24.22

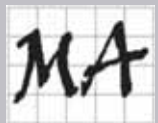


preferred exterior scheme - view 1  
05.24.22



preferred exterior scheme - view 2  
05.24.22





**preferred exterior scheme - view 3**  
05.24.22

# APPLICATION

**6.19 Which of the following permits, licenses, and/or approvals are required for this project? (Check all that apply.) For selected items, indicate if secured and the actual or anticipated dates of filing and issuance.**

Check if Required	Check if Secured	Filing Date (Actual or Anticipated)	Decision Date (Actual or Anticipated)
<input type="checkbox"/> Article 97 Land Disposition	<input type="checkbox"/>		
<input type="checkbox"/> Chapter 91 License	<input type="checkbox"/>		
<input type="checkbox"/> 401 Water Quality Certification	<input type="checkbox"/>		
<input type="checkbox"/> Superseding Order of Conditions	<input type="checkbox"/>		
<input type="checkbox"/> Water Management Act Permit	<input type="checkbox"/>		
<input checked="" type="checkbox"/> <b>MassDOT Access Permit</b>	<input type="checkbox"/>	<b>09/01/22</b>	<b>12/01/22</b>
<input type="checkbox"/> Mass Historic Commission Review	<input type="checkbox"/>		
<input type="checkbox"/> Planning Board	<input type="checkbox"/>		
<input checked="" type="checkbox"/> <b>Conservation Commission</b>	<input type="checkbox"/>	<b>07/05/22</b>	<b>10/01/22</b>
<input checked="" type="checkbox"/> <b>Zoning Board</b>	<input type="checkbox"/>	<b>07/05/22</b>	<b>10/01/22</b>
<input type="checkbox"/> Sewer Extension Permit	<input type="checkbox"/>		
<input type="checkbox"/> Utility Relocation	<input type="checkbox"/>		
<input checked="" type="checkbox"/> <b>Building Permit</b>	<input type="checkbox"/>	<b>12/05/22</b>	<b>01/06/23</b>
<input type="checkbox"/> Other. Specify:	<input type="checkbox"/>		

**6.20 Is the financing or other funding sources for this project fully secured?**

- Yes       No

**6.22 If No, indicate the status of all sources, if there are any significant contingencies, and by when the applicant expects to secure the resources needed to proceed. (930 of 1,000 characters)**

We are still in the schematic design phase & will have final construction drawings in December. Construction drawings will be substantially complete late October – early November 2022. With a final cost estimate, we can begin to secure our funding. Funding will be sourced by the end of January 2023 & fully secured by March 2023. We would like to pursue other grant opportunities, should they arise. We also will do some community fundraising, once we have hard numbers for the residents.

We are hoping to qualify for the USDA’s Rural Development Community Facilities Direct Loan Program for a no interest capital improvement loan, but have not applied for this

## APPLICATION

yet. This mechanism provides affordable funding to develop essential community facilities in rural areas. If this endeavor is not successful, we will bond for the remaining funds. We just need to get substantially complete designs to get a final cost estimate.

### **6.23 What is the proposed plan for managing the construction?**

*(986 of 1,000 characters)*

The Fire District's Chief Governing Body is its 5-member Prudential Committee (PC). The PC has administered numerous grant-funded projects. Since 2003, it has won & managed grants totaling over \$1.5m. The PC oversees a 7-member Building Committee (BC). BC members have much experience managing construction projects totaling over \$40 million. This Committee is advisory, making recommendations to the PC for final authorization.

The Owner's Project Manager (OPM), who is already on board for the predevelopment & design phases, will continue through the duration of construction. The BC will supervise the project & manage the OPM. The OPM will oversee the architect & the general contractor during construction. A full-time clerk-of-the-works will also be hired to manage the construction phase. The architect will review shop drawings, submittals, samples, respond to RFIs, & review contractor's requisitions. Requisitions will then be submitted to the PC for warrant processing.

### **6.24 Describe the experience of the proposed construction team with similar projects.** *(1,000 of 1,000 characters)*

We have hired Colliers Project Leaders as Owner's Project Manager for both design & construction. Colliers is a national firm expert in managing construction projects. They have been guiding clients through the planning, design, construction, commissioning, & occupancy of building projects for more than 30 years. Colliers has vast experience in public safety complexes, public works buildings and other municipal buildings. They have managed the public safety buildings in New Hadley, N. Brookfield, Westminster, Ashby, Wellesley & Sommerville, to mention a few.

Founded in 1988, EDM is the architect of record, partnering with Mitchell Associates Architects, public safety specialists, with experience with over 300 public safety facilities & 185 fire stations, focusing only on fire stations since 1993. Fernandez & Assoc. are the fire engineers & the Green Engineer is leading the sustainability effort.

The project will go out to bid in Feb. 2023, with a general contractor hired in April.



# APPLICATION

## 6.25 Indicate all of the applicable characteristics of the development project:

Total area (in acres) to be developed:	<b>3.37</b>
Total value of private investment leveraged:	<b>\$0</b>
Square footage of office and/or retail space to be created, including restaurants:	<b>0.00</b>
Square footage of industrial space to be created, including warehouses:	<b>0.00</b>
<b>Total square footage of all commercial developments:</b>	<b>0.00</b>
Number of NEW market-rate housing units to be created:	<b>0</b>
Number of NEW affordable housing units to be created:	<b>0</b>
<b>Total number of housing units to be created:</b>	<b>0</b>
Number of NEW part time jobs to be created:	<b>0</b>
Number of NEW full time jobs to be created:	<b>0</b>
<b>Total jobs to be created:</b>	<b>0</b>
Number of construction jobs that will be supported:	<b>210*</b>
Number of full time jobs to be retained as direct result of this project:	<b>0</b>

*(\*For WFD reference: It is estimated between 10.6 – 13.3 construction jobs per million in project cost. I've heard it as high as 20.3 jobs/million. I added the \$1.3 million we have spent in predevelopment, architecturals & OPM oversight to the estimated \$14 million budget, multiplied by 13.3/jobs per million.)*

# APPLICATION

## SECTION 9: Certification of Application Submission Authorization

9.1 If the applicant is a public entity, does the submission of this application require a formal vote of any board, commission, or other local entity? *If Yes, attachment required.*

Yes       No       Not Applicable

**ATTACHMENT HERE**

*If yes, attach a certified copy of the vote taken by the relevant entity.*

**Uploaded**

**WILLIAMSTOWN FIRE DISTRICT**

Williamstown, Massachusetts

***Prudential Committee Meeting***

May 25, 2022 at 1600 hours

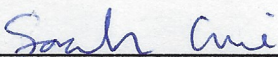
Motion that:

The Prudential Committee of the Williamstown Fire District authorize its Chairman, John Notsley ("Notsley"), and its Grant Writer, Kerin Shea ("Shea"), to apply for and accept grant funding from the Community One Stop for Growth Capital Grant Fund, in support of the construction of a new Williamstown Fire Station and authorize Notsley and Shea to sign all related documents on behalf of the District as required by the Commonwealth of Massachusetts for this grant.

The Prudential committee further authorize its Treasurer, Corydon Thurston, under their direction, to record the deposits and expenditures of any received grant funds in accordance the published protocols and generally accepted accounting standards.

The foregoing was unanimously VOTED by the Prudential Committee of the Williamstown Fire District, duly elected and qualified, on the 25<sup>th</sup> day of May, 2022.

***A True Copy Attest:***

  
\_\_\_\_\_

***Sarah Currie***  
***Clerk***

Dated: 5.25.2022

# APPLICATION

**9.2 If the applicant is a non-public entity, does the submission of this application require the authorization of the entity’s board of directors, or other governing body or bylaw? *If Yes, attachment required.***

Yes       No       **Not Applicable**

I,     Kerin Shea     (Submitter Name), hereby certify that I am duly authorized to submit this application on behalf of     the Williamstown Fire District     (Applicant Organization Name). By entering my name in the space below, I further certify, under the pains and penalties of perjury, that the responses to the questions provided in this application, and the attached documentation, are true, accurate, and complete. I understand that the Executive Office of Housing and Economic Development (EOHED) and its partner organizations, specifically the Department of Housing and Community Development (DHCD) and the Massachusetts Development Finance Agency (MDFA), will rely on the information provided in this application to make decisions about whether to award a grant from their respective funding sources. Also, that the Commonwealth reserves the right to take action against me, the applicant organization, and/or any other beneficiary of a grant, if any of the information provided is determined to be false, inaccurate, or misleading. I also affirm that, if awarded, the applicant organization has the capacity to carry out the project in accordance with all applicable laws and regulations

    Kerin Shea      
Name

    Grant Writer, duly authorized      
Title

    06/03/22      
Date



# APPLICATION

## SECTION 10: OTHER/OPTIONAL ATTACHMENTS

In this section, upload all attachments that support this application.

Applicants may submit other attachments to support the application, which may be reviewed and/or filed. However, please note that these items will generally not be scored or assessed as part of the formal evaluation of the proposal.

Attachment Type	Description	Uploaded Y/N
Other Site Images	Other site photographs, illustrations, and/or maps.	Y
Other Partner Letters	Letters from any partner organizations that are collaborating on this project.	Y*
Other Support Letters	General support letters.	Y

*(\*For WFD reference: There was no place to upload the Certified Vote of the most recent District Meeting Appropriations, as there was last year. Last year, there were three general document upload fields for whatever you wanted. This year, the additional attachment fields are earmarked, but I threw the Certified Vote here anyway.)*

# Williamstown Fire Station





**Built in 1950 – 5,000 SF**



# Existing Conditions

Pole



Can't open doors



Tight quarters

Pole



Isle Obstructions



Firefighters too close to trucks





- Inadequate
- Dilapidated
- Unable to be Enlarged
- Insufficient Parking





# Existing Conditions

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# Existing Conditions

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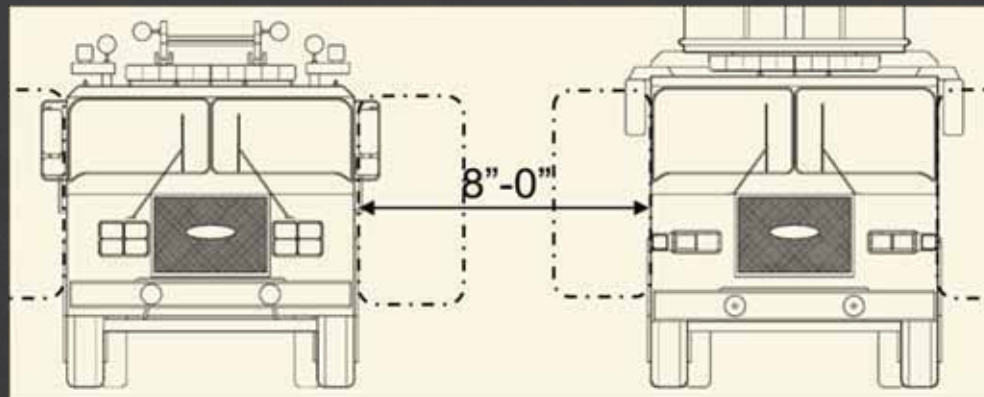


Low ceiling height.



# Safe, Efficient Apparatus Bay

Modern Station – Proper Bay Circulation





# Decon – Gear Washing

---

Williamstown



Proper Method



**NFPA 1851 §7.3.5 – Advanced cleaning shall be conducted using a washer/extractor**

**NFPA 1851 §7.3.10.1 (2) – Ensembles and ensemble elements shall be dried by a drying cabinet**

65





# Turnout Gear & Breathing Air

Williamstown



Williamstown



Firefighters don gear right next to vehicles – huge safety hazard.



# Mission Control

---

Williamstown

Modern Station



We need adequate, public-facing amenities for inspection, plan reviews, permits, etc.



# Maintenance Tasks

---

Williamstown



Proper Method





# Vehicle Repair

Williamstown



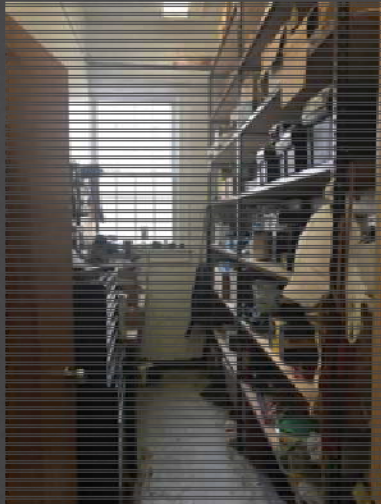
Modern Station



Maintenance currently has to be done outside due to low bay height.



# Storage





# Hose Storage

---

Williamstown



Proper Method



# Eating

Williamstown



Proper Design



No dining area. Williamstown washes contaminated breathing apparatus in the kitchen sink where food is prepped.



# Offices

---

Williamstown



Proper Design



We need adequate, public-facing amenities for inspection, plan reviews, permits, etc.



# Meeting/Training

Williamstown – Training



Williamstown – Conference Room



Modern Station



**Williamstown Fire District**  
Williamstown, Massachusetts

**Certification of Vote**


*At the Annual Meeting of the legal voters of the Williamstown Fire District, duly called and warned, and held on Tuesday May 24, 2022 at 1930 hours, with a quorum present, under Articles 7, of the Warrant calling said meeting, which was;*

**ARTICLE 7:** To see if the District will vote to raise and appropriate, the sum of Seventy Thousand dollars (\$ 70,000.00), or any other sum, to be used in the "Design Fund" by the District for the study, engineering, project management, architectural services, or other costs, including legal and processing fees, associated with the analysis, planning and design work necessary to prepare for the construction of a new fire house at 562 Main Street, or take any other action in relation thereto.

**THE FOLLOWING ACTION WAS TAKEN:**

**VOTED UNANIMOUSLY to adopt this article and that the sum of Seventy Thousand Dollars (\$70,000) be appropriated accordingly.**

**A True Copy Attest:**

  
\_\_\_\_\_  
**Sarah Currie**  
**Clerk**

**Dated: 5.25.2022**



The Commonwealth of Massachusetts  
MASSACHUSETTS SENATE

**SENATOR ADAM G. HINDS**  
Berkshire, Hampshire, Franklin  
and Hampden District

STATE HOUSE, ROOM 109-E  
BOSTON, MA 02133-1053  
TEL. (617) 722-1625  
FAX. (617) 722-1523  
ADAM.HINDS@MASENATE.GOV  
WWW.MASENATE.GOV

Chair  
JOINT COMMITTEE ON REVENUE

Vice Chair  
SENATE COMMITTEE  
ON REDISTRICTING

31 May 2022

Jennifer Maddox, Undersecretary  
Department of Housing & Community Development  
100 Cambridge Street, Suite 300  
Boston, MA 02114

***RE: Williamstown Fire District, Community One Stop Grant Application***

Dear Ms. Maddox:

I am writing in support of Williamstown Fire District's Application for a Community One Stop Grant. As State Senator of the Berkshire, Hampshire, Franklin and Hampden District, I fully support this effort. In FY22, the Williamstown Fire District (WFD) was successful in winning a Rural & Small-Town Development Capital Grant for design of a new Fire Station. As Williamstown's small town tax-base makes funding large capital projects difficult, the Fire District is looking to leverage those grant funds by seeking funds for the next phase of the project - construction.

The current Williamstown Fire Station was built in 1950. The building is vastly under-sized for the needs of today's department, technology, and equipment. The Fire District is unable to purchase standard-sized equipment, resorting to ordering custom-sized fire engines and ladder/pumper trucks, due to the narrow width and length of the apparatus bays, and low height of the bay doors. Equipment, gear and other supplies are stored in the apparatus bay, creating an extreme lack of circulation and bottleneck when firefighters respond to a call. This bottleneck increases the station's response time, hinders deployment, and jeopardizes the rescue process. There is no decontamination area for equipment and personnel. Ventilation is limited and not up to code. The building isn't sprinklered. There are no ADA public restrooms.



According to a feasibility study, the current building does not meet many standards and guidelines as recommended by the National Fire Protection Association (NFPA) and the Air Force Fire Station Design Guide. In addition to lacking optimal apparatus and equipment space, the building is lacking programmatic space – training, administration, dining, dorms, locker rooms/showers, and storage. A proper facility for Williamstown’s size and needs would be over 19,000 SF. The current building measures approximately 5,000 SF, nearly one quarter of the size recommended. In addition, management and operation of the Forestry Department is being transferred from the Town to the Fire District. There is no room to house this department in our current facility, and will require even more square footage in a new facility.

While Williamstown is technically classified as a small town with a population of 7,754 which includes ~2,000 Williams College students (166 residents per square mile), it faces more risk than many larger communities three to four times its size. It is the largest Massachusetts town in area (48 square miles) with 33 square miles of forest and wetlands, and over 15 miles of riverfront. Attractions such as the Appalachian Trail, Mt. Greylock State Reservation trails, Clark Art Institute, Williams College Art Museum and the Williamstown Theater Festival bring in over 500,000 tourists per year into town. An active east-west Pan Am Railway freight line still runs through town six times per day. Industrial areas, hotels, multi-family residences, senior housing, assisted living and nursing home facilities all add to that immense emergency services load.

All of this shows the vast challenges and risk the Williamstown Fire District faces on a daily basis to protect the community, and all from a way-undersized facility. Our senior population is estimated at 25%. As this group ages in place, the WFD will see more and more medical service calls. We want Williamstown to grow, attract more residents, businesses, offer more multi-family and affordable housing. We want to promote housing and economic growth in town, but this cannot happen if the Town does not have the safety infrastructure in place to manage this growth. More residents, more businesses, more industry & even a bigger tourism economy all bring more service calls.

It is time we position the Fire Department & the Town for the next 50 years. I ask that you look favorably upon their grant application.

Sincerely,



**ADAM G. HINDS**, *State Senator*

*Berkshire, Hampshire, Franklin & Hampden*