

Williamstown Fire District



Williamstown Fire Station



Community One
Stop for Growth

Rural & Small Town
Development Fund
Capital Grant

*Submitted to the
Department of Housing
& Community
Development*

June 04, 2021

Kerin Shea, Grant Writer

APPLICATION

Contents

SECTION 1. Applicant Information 3

SECTION 2: Applicant / Community Background 5

SECTION 3: Project Summary 10

SECTION 4: Project Details / Core Information 15

SECTION 12: Special Project in a Small Town or Rural Community Additional Questions 20

SECTION 13: Certification of Application Submission Authorization 25

SECTION 14: REQUIRED ATTACHMENTS 27

 REQUIRED 28

 OTHER / OPTIONAL 32

SECTION 15: OTHER ATTACHMENTS FOR SPECIAL PROJECTS 51

 REQUIRED 52

APPLICATION

Application deadline: June 04, 2021

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: 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.

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
Rural & Small Town Development Fund
Capital Grant Program
Application for Funding, FY22**

SECTION 1. Applicant Information

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

1.1 Primary Location: (Select from drop-down)

Regional Planning Agency	<i>Berkshire Regional Planning Commission</i>	Housing Choice Community	<i>No</i>	Rural or Small Town	<i>Rural</i>
NDFR Regional Office	<i>West</i>	MVP Community	<i>Yes - MVP</i>	Gateway City	<i>n/a</i>
MassDOT Highway Division	<i>District 1</i>	Green Community	<i>Yes - Green</i>	EOHED Region	<i>Berkshires</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

1.5 City/Town: Williamstown

1.6 State: MA

1.7 Zip Code: 01267

APPLICATION

- 1.8 CEO Name: Richard Reynolds
- 1.9 CEO Title: Prudential Committee Chair, Williamstown Fire District
- 1.10 CEO Tel.: (413) 884-2222
- 1.11 CEO Email: rreynolds01267@gmail.com
- 1.12 Project Contact Name/Title (if different): n/a
- 1.13 Contact Tel: n/a
- 1.14 Contact Email: n/a
- 1.15 If applicable, list the name and contact for any additional partner organizations:
C.O.O. of Williamstown Fire District
Chief Craig Perdercini
c1williamstownfire@verizon.net
(413) 458-8113

APPLICATION

SECTION 2: Applicant / Community Background

(May be auto-filled from Expression of Interest)

2.1 Describe applicant's primary economic development goals, assets, and opportunities. *(1,995 of 2000 characters)*

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. Recommendations include expansion of the business district, encouraging mixed residential/commercial development, updating of zoning rules & to intensify land use in the village center. Economic development strategies focus on the redevelopment, expansion & infill within established business zones.

With the Town population in decline, especially those under 40, we need to encourage age diversity by offering many types of housing – apartments, condos, townhouses & starter/moderate homes. This will also serve the aging senior population (est. at 25%), allowing them to downsize & age in place. 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.

Williamstown boasts many unique cultural, educational, & recreational assets. The Clark Art Institute & Williams College are significant employers in town, the latter supporting 30% of local jobs. Tourism is another economy with the Williams College Art Museum, the Clark, & the Williamstown Theater & Film Festivals drawing hundreds of thousands of visitors per year. The Appalachian Trail & 70 miles of trails throughout the Mt. Greylock region bring tens of thousands of hikers through the area. Tourism is a significant part of the economy, supporting 26% of the job base. Tourism brings with it many great opportunities that should be explored, such as expanding the peak summer season with off-peak events/activities, as well as promoting outdoor recreation, & enviro/agri-tourism. To stem population decline, businesses recruitment should also focus on serving resident daily needs, as well as tourism economy, as it is difficult for economic development to solely rely on a seasonal customer base.

APPLICATION

2.2 Describe the main challenges and/or obstacles to progress.

(1,998 of 2000 characters)

Economic growth is constrained by Williamstown's rural location. Williamstown is fairly removed from sizable cities: Albany is 30 miles west, Boston is 110 miles east and NYC is 134 miles south. It is fairly removed from urban areas, highways & hospitals. Population has been declining for several decades, down 13% since 2000. We have a vast need for both affordable, workforce & middle-income housing, but current zoning statutes limit opportunities to create such housing. Zoning should encourage sustainable high-density housing, mixed-use & residential development within commercial districts. Economic development strategies need to focus on redevelopment, expansion & infill within established business zones, as well as the reuse & enhancement of existing economic assets. The village center should be expanded toward Water St. & the business vibrancy of Spring St. should be improved. Efforts to expand transportation options – both local & to major metro destinations - are also important to bring in folks from out of town. More event parking is needed.

Population maintenance & economic growth have a symbiotic relationship. With the decline in population, we see a decline in job growth. Permitting and local regulatory processes are seen as cumbersome & as impediments to economic development. Policies and procedures need to be updated to facilitate business growth, new business creation & relocation of businesses to our community. Parking management and pedestrian connections are needed in commercial areas. Few undeveloped sites exist that are properly zoned & physically suitable to attract new business. A Build-Out Analysis found very little commercial/ industrial-zoned land available for development. When partial as well as absolute constraints are considered, all opportunities for development in both the Limited Industrial & Planned Business zones disappear. This lack of ability for future commercial/industrial growth hinders the future economic vitality of the town.

2.3 Describe any major community and economic development project(s) that the applicant has undertaken in the past 5 years. *(1,995 of 2000 characters)*

In 2015, the Economic Development Committee completed a study, *Strategies for Economic Growth*. Many of the recommendations & obstacles are discussed above. Two significant projects were completed including the new construction of Mt. Greylock High School & the passing of 2 Accessory Dwelling Unit (ADU) bylaws.

One of the biggest recommendations to come out of the EDC study was investment in the educational system as an economic development tool. Public education is a top

APPLICATION

economic development priority & is a core asset of the community that should be preserved, promoted & maintained. The academic excellence of the Williamstown Elementary School & the Mt. Greylock Regional Middle-High School enhance the desirability of the Town as a place to live & work. Both schools have a student-teacher ratio below the state average, & in 2020, Mt. Greylock had a 100% graduation rate. Building & maintaining updated school facilities are highly desired goals of our Economic Development Plan. Continued investment in schools will help attract families to town, strengthen local workforce, attract employers, as well as help employers attract & retain employees.

As discussed in sections 2.1 & 2.2, onerous zoning regulations such as steep setbacks, burdensome multi-family lot requirements, & difficult subdivision regulations make creation of housing difficult. We need to be able to offer a variety of housing, not only to attract young professionals or families, but to allow seniors to downsize & age in place. A step towards this goal is the recent adoption of 2 ADU bylaws. One bylaw allows for the construction of a 2nd smaller, detached dwelling on a single-family residential lot. A 2nd bylaw repealed the ban on the conversion of single family homes into 2-family homes, & legalized 2-family homes town-wide. ADUs serve a variety of uses allowing young professionals to move home after college, elder parents to live close to children, or caregivers to have separate living quarters.

2.4 If the community has completed any community economic development (including housing) best practices through the Community Compact Best Practices Program, specify which ones and describe the outcome(s) of that process. (If none, enter "N/A".) (1,237 of 2000 characters)

Williamstown is a Community Compact Program participant. We have adopted Complete Streets as a best practice & are on Tier 3 of the program, construction of Complete Streets projects. We have made pedestrian upgrades & recently installed rectangular rapid-flashing beacons with grant funds. We have also adopted Regional/Shared Services Best Practices by sharing regional animal control & a regional animal shelter with 2 other communities (North Adams & Adams), and establishing a SPED Collaborative for Northern Berkshire County School Districts.

Williamstown was a Housing Choice Community, but this designation may have expired as of this grant writing. A 2018 Housing Choice Capital Grant funded the purchase and installation of dispatch and communications equipment for the newly constructed Police Station. Equipment also included antenna systems at the new site & relay improvements back to additional controls that remain at Town Hall. The new fire station, for which we are requesting design funds as part of this application, will

APPLICATION

allow us to leverage the 2018 Housing Choice Capital Grant by letting us serve as a backup dispatch center, as well as become a sanctioned emergency shelter, & emergency operations center.

2.5 Indicate which, if any, of the following tools/strategies have been adopted by the community to promote economic development and growth. *(Check all that apply or None. If unsure, check "Do not know".)*

X	Economic Development Tools / Strategies
	Approved Master Plan
	Approved Urban Renewal Plan
	43D Expedited Permitting District
	Priority Development Site(s) Designation
	Approved Tax Increment Financing District
	Business Improvement District, Main Streets, or similar District
	Federal Economic Development District
	Designated Opportunity Zone(s)
X	Community Compact Best Practices and/or Regionalization Project
X	Complete Streets Prioritization Plan
X	Commercial zoning by-right
X	Other. Specify: Economic Development Plan
	None
	Do Not Know

APPLICATION

2.6 Indicate which, if any, of the following tools/strategies have been adopted by the community to promote housing development.

(Check all that apply or None. If unsure, check “Do not know”.)

X	Housing Development Tools / Strategies
X	Inclusionary Zoning with density bonus
	40R Smart Growth or Starter Home District zoning
X	Zoning that allows mixed-use development near transit and activities
X	Zoning that allows multifamily development near transit and activities
X	Zoning that allows duplexes in most residential districts
X	Zoning that allows Accessory Dwelling Units in most residential districts
	Zoning that requires no more than 1 parking space per unit for multifamily units
X	Majority of land use board members receive training on a regular basis
	Approved Housing Production Plan
	CERTIFIED Housing Production Plan
	Subsidized Housing Inventory (SHI) above 10%
	Subsidized Housing Inventory (SHI) increased by 2.5% in last 5 years
X	Designated local funds (e.g. Affordable Housing Trust or CPA Funds)
X	Donated municipal land for housing
	Local property tax relief programs for income eligible seniors (MGL c 59 S. 5)
	Plan to address homelessness of a high need group
	Urban Center Housing Tax Increment Financing, Housing Development Incentive Program (HDIP), or an Urban Renewal Plan with significant housing
	Federal Choice Neighborhood
	HUD Fair Housing Assessment
X	Other. Specify: Housing Needs Assessment, Build Out Analysis
	None
	Do Not Know

APPLICATION

SECTION 3: Project Summary

3.1 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.)*

- Capacity Building
- Planning and Zoning
- Site Preparation
- Predevelopment and Permitting
- Building
- Infrastructure
- Other: Special Project in a Housing Choice Community
- Other: Special Project in a Small Town or Rural Community**

3.2 Project Name: Williamstown Fire Station

3.3 Brief Project Description / Abstract: *(993 of 1000 characters)*

The current Williamstown Fire Station, built in 1950, is vastly under-sized for the needs of today's department, technology, and 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 and personnel. Ventilation is limited and not up to code. The building isn't sprinklered. There are no ADA accessible public restrooms.

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. The current building measures approximately 5,000 SF, nearly one quarter of the size recommended. We have been working toward realizing a new station for many years. This grant will help us achieve the specification and schematic design phase.

APPLICATION

3.4 Is this project located in any of the following designated areas?

(Check all that apply or None.)

- Downtown or Commercial Area
- 43D Expedited Permitting District
- Opportunity Zone
- Transformative Development Initiative (TDI) District
- None

3.5 If located in an Opportunity Zone, will the project be directly supported by an Opportunity Fund investment? *(Note: If yes, name of the Fund and/or managing entity will be required during the review.)*

- Yes No Not Applicable

3.6 Does the project support and/or directly result in any of the following (particularly as they relate to the state’s Sustainable Development Goals?) *(Check all that apply or None)*

- Transit-Oriented Developments (located within a half mile of a transit station)
- 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 re-using previously developed sites
- Development of under-utilized properties
- Development of Small Businesses
- None

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

- Yes No

APPLICATION

3.8 In what ways does this project support housing development? *(Check all that apply or None.)*

- Creates new housing units
- Supports the creation of new housing units
- Preserves existing affordable housing
- Studies/analyzes the feasibility of new housing on a site/area
- None. Not related to housing

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

- Yes No

3.10 If yes, describe how this project specifically aligns with economic recovery planning and efforts. *(2,000 characters)*

- Not Applicable

3.11 Does this project promote Equitable Opportunities?

- Yes No

3.12 If yes, describe how this project promotes Equitable Opportunities:
(1,984 of 2000 characters)

A 2019 operational assessment concluded that the paid on-call fire department may not be a sustainable staffing solution long-term. There is a growing nationwide gap in a community's ability to recruit and retain paid on-call firefighters, due to the heavy demands placed on them to balance a fulltime career, family, & the rigorous/time-consuming requirements for certification. Diminished availability of responders affects timely responses to emergencies & leaves communities without the ability to provide adequate fire & emergency medical services. 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 which will provide consistency in service delivered to the public.

Regardless if a fire station is manned fulltime or a volunteer/call fire station, there are times when station coverage for long periods of time are needed. Last month's 1,000 acre East Mountain forest fire is a good example. Prolonged weather events, disasters or search/rescues require long-term response activities of personnel. The current

APPLICATION

station has no bunk rooms, locker rooms or shower facilities. 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 Department is brought under the department.

The WFD Williamstown Fire District is an Affirmative Action/Equal Opportunity employer which encourages the utilization of minority & women-owned enterprises (M/WBE). During all phases of this project, we will ensure that M/WBE have the maximum opportunity to participate in providing any requested services, either as principal, contractor or subcontractor. Furthermore, we will comply with any participation goals required by state or federal grant funding.

3.13 Does this project create any environmental benefits and/or build the community's resilience to existing or future impacts of climate change?

Yes No

3.14 If yes, describe the environmental and/or resiliency benefits (ecological or habitat restoration, improved air/water quality, pretreatment of stormwater discharge, flood protection, carbon sequestration, etc.)

(1,331 of 2000 characters)

This project is applying for schematic design funds. Much of the environmental/civil engineering & climate resilient measures will be in the design phase & are difficult to speak to at this stage. Design will provide flood protections & stormwater filtration by incorporating flood mitigation efforts as required to develop a balanced site for pre & post-development conditions which may include retention, detention and water quality outlet structures. This site will likely have onsite retention of stormwater with a combination of infiltration & direct outlet overflow. We will also need an oil/sand separator.

The entire site is 3.76 acres & we will be utilizing roughly the front 1 acre near the road, leaving the rest of the acreage undisturbed. The site is in both the 100 yr & 500 yr floodplains; however, we will not be constructing in the 100' floodplain area of the site. The site previously had several residential buildings & outbuildings on it, which were cleared by the previous owner, prior to our purchasing the site. An AST was removed at that time. The undisturbed 2.5 acres will protect waterways, wetlands, wildlife/plant habitats. It will protect migration corridors, & pollination resources. It will also promote passive recreation by connecting to other trails & open space

APPLICATION

abutting the rear of the site. Please see Floodplain, Wetlands, Open Space & Zoning Maps in the ATTACHMENTS (Photos) Section.

3.15 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

3.16 ATTACHMENT: *In Section 14, attach the support letter from the municipal CEO.*

Uploaded

3.17 If No, provide an explanation: *(1,000 characters)*

Not Applicable

3.18 TOTAL GRANT REQUEST: *The table below will be auto filled with the total request amount from each of the corresponding budget sections, based on the category selection(s) at 3.1 above.*

Section / Category	Amount Requested
Section 5: Capacity Building	<i>(Autofilled from Budget in Section 5)</i>
Section 6: Planning and Zoning	<i>(Autofilled from Budget in Section 6)</i>
Section 7: Site Preparation	<i>(Autofilled from Budget in Section 7)</i>
Section 8: Predevelopment and Permitting	<i>(Autofilled from Budget in Section 8)</i>
Section 9: Building	<i>(Autofilled from Budget in Section 9)</i>
Section 10: Infrastructure	<i>(Autofilled from Budget in Section 10)</i>
Section 11: Special Project: Housing Choice	<i>(Autofilled from Budget in Section 11)</i>
Section 12: Special Project: Rural/Small	\$400,000
Grand Total Requested	\$400,000

APPLICATION

SECTION 4: Project Details / Core Information

4.1 Project Narrative – Provide a detailed description of the project for which you are requesting grant assistance. Include details about work and planned uses for the grant. (4,000 of 4,000 characters)

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

The current building does not meet many standards & guidelines as recommended by the National Fire Protection Association (NFPA) & the Air Force Fire Station Design Guide. In addition to lacking optimal apparatus/equipment space, the building lacks programmatic space: training, administration, dining, dorms, locker rooms/showers, & storage. A proper facility for the Town's size/needs would be over 19,000 SF. The current building measures approximately 5,000 SF, nearly 1/4 of the size recommended. 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.

While we are technically classified as a small town with a population of 7,754 (166 residents per square mile), it faces more risk than many larger communities 3 to 4 times its size. It is the largest MA town in area (48 sq mi); however, only 15 sq mi are developed, leaving 33 sq mi of forest & wetlands. It has over 15 miles of riverfront from the Green & Hoosic Rivers. The Appalachian Trail along with 70 miles of trails throughout the Mt. Greylock State Reservation attracts 140,000 hikers/year. All of this adds another layer of risk, not only for search/rescue operations for lost/injured hikers but brush fires as demonstrated by this month's nearly 1,000-acre East Mountain Forest Fire. During the 4 days battling the blaze, our facility had NO much-needed day rooms, bunk rooms or showers for firefighters.

Williamstown is an arts & culture hub, attracting hundreds of thousands of people from across the globe. The Clark Art Institute draws over 200,000 visitors/year, while the Williams College museum draws 110,000 visitors/year. The Williamstown Theatre

APPLICATION

& Film Festivals draw another 50,000 visitors/year. Williamstown is home to Williams College, whose campus includes not only typical dorms & academic facilities, but also a 155,000 SF science lab. The Town has 1 full-service nursing home, 1 assisted living facility, & 3 senior housing complexes. It houses 10 large multi-family residences, & 11 hotels. It has 15 industrial parcels, including 1 large industrial area which carries out chemical processes. (Steinerfilms Inc manufactures capacitor papers/specialty films.) An active east-west freight rail line of the Pan Am Railways still runs through town 6 times/day.

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 to give them the knowledge they need to conduct their duties as safely as possible. 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.

4.2 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. *(1,999 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 over 130 years of combined governing experience on the PC. The PC has administered numerous grant-funded projects. Since 2003, it has won 18 successful state & federal grants totaling over \$825,000, funded by such agencies as the Dept. of Homeland Security, Dept. of Public Safety, Commonwealth of MA & 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. An OPM has been hired for this design phase & will oversee the architect. An OPM & full-time clerk-of-the-works will also be hired to manage the construction phase. The OPM will oversee the architect & the general contractor during construction.

APPLICATION

The Fire Chief is the only full-time staff person & has been on the Dept. for 33 yrs, with 19 as Chief. The PC Treasurer has 8 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 & 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.

4.3 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.)

(1,537 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, 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 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 spent over \$560,000 in qualifying matching funds, financing a Feasibility Study, Phase 1 Environmental Assessment, Wetlands Mapping, Operational Assessment, surveys, geotech, and legal, not to mention site acquisition.

The WFD purchased a 3.76 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 & budgetary approvals needed to fund feasibility & due diligence efforts, all approved by residents at District Meetings. (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.

APPLICATION

4.4 Timeline – Provide the start/end dates for the overall project and any other notable periods. *(Note: Grants will be announced in Fall 2021 for contracts starting in FY22. Dates below should reflect that timing.)*

Target Start Date of the Project:	June 17, 2021
Target End Date of the Project:	May 2024
Other. Specify:	(Date)
Other. Specify:	(Date)

4.5 Timeline Information – Describe the timeline for the project and provide information about any notable dates and/or milestones.
(998 of 1,000 characters)

We are applying for funds for the schematic design phase of this project. We are ready to begin the design phase with an RFP for design services going out later this month. An OPM is already on board to assist with the RFP & designer selection process. A pre-bid conference will be held in early July & contract awarded by the end of July. Schematic design drawings will be complete by the end of November & a full cost estimate done in December.

Construction funding will be in place January 2022, with Design Development Drawings completed in April 2022, & Construction Drawings finalized in July 2022. Bid documents will be ready in September 2022. This will conclude the design phase of this project.

The construction phase of the project will begin by going out to bid in January 2023. A pre-construction conference will be held in March 2023, with the GC contract awarded in April 2023. The construction phase is expected to be completed & a Certificate of Occupancy issued in May 2024.

4.6 Anticipated Outcomes - Provide a detailed description of the anticipated outcomes of the project. Include information about leveraged development, housing, jobs, residents or businesses supported, etc.
(1,826 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,

APPLICATION

& 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 the recent 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.

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 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 not also will 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.

APPLICATION

SECTION 12: Special Project in a Small Town or Rural Community Additional Questions

12.1 Project Focus – Describe how this project could be categorized or labeled along a growth continuum that supports housing, community and economic development, and/or provides other public benefits.

(995 of 1,000 characters)

This project provides a public safety benefit. Public safety is being reduced every day due to extreme lack of space. Vehicle apparatus doors can't open all the way. The station is 70 years old & well past its useful life. It 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. There is no decontamination area, day rooms for staff or proper public facing amenities. 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. The vulnerable senior population is estimated at 25%. As this group ages in place, we will see more & more medical service calls. It is time we position the Fire Department & the Town for the next 50 yrs.

12.2 Scope of Work – Describe the proposed work that will be carried out by this project *(3,109 of 4,000 characters)*

The Williamstown Fire District (WFD) is applying for schematic design services for the fire station. The environmental & civil engineering will be in this phase & are difficult to speak to at this stage. We are aiming to build a 19,000 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 – much of which we do not have today in our 5,000 SF facility.

Since building design & construction must proceed under the MGL Ch 7 Designer selection laws §§ 38 ½-O, as recently amended, the WFD will follow all applicable laws & regulations. These include advertising in local papers and in the Central Register as required, ensuring that the selected designer is registered with the Board of Registration, carries insurance of at least 10% of the total project cost, & that they submit the Designer Evaluation to DCAM. Forms, including the DSB1 form must be submitted by the designer as part of their response to any issued RFP. Based on the

APPLICATION

existing site & proposed building layout, the Designer will develop drawings & construction bid documents for the proposed building as well as related construction & site amenities. This phase shall include preparation of drawings & other documents illustrating the means for substantially meeting the programmatic needs established during informational sessions with the Fire District & the direction of the Building Committee in meeting estimated construction costs. Conceptual design documents & drawings will show compliance with all applicable building/zoning codes & environmental requirements, as well as include provisions for any required permits & variances.

Early and continued coordination between the architect & OPM is required for this project. All project dealings with contractors/subcontractors - documents for construction identifying, as necessary, the scope of work for each trade; preparation of drawings & specifications for subcontractor bid packages - will require close adherence to established budget and schedule performance conditions and timelines. The contract will require the designer to perform any necessary redesign services as required to meet the Town's budget and program, at no additional cost.

The construction phase for this project will be bid under MGL Chapter 149 pursuant to reforms enacted under Chapter 193 of the Acts of 2004 (Construction Reform). This process requires advertising in local papers and the Central Register, a general bid filing & may require filed sub-bid submissions. The OPM, who is already on board, will continue through the duration of the project. Contractors & filed sub-bidders (if any) shall be DCAM certified and standards forms will be utilized in accordance with the law. If any bid deposits, performance & payment bonds, specific insurance requirements, builder's risk policy, or Mass. Prevailing Wage Rates are required for this project, they will be prerequisites before the contractor can commence work.

APPLICATION

12.3 Budget – In the table below, provide a breakdown, by spending category, of the total budget for the proposed project. Enter the grant amount(s) requested/allocated for each category and the amount(s) covered with matching funds, if any.

Spending Category	Funds Requested	Optional Match / Other Funds	Total Project Budget	Source of Match / Other Funds
Design / Engineering	\$400,000	\$201,542	\$601,542	District Meeting Appropriation & Free Cash
Other Professional Fees			\$64,349	
Permitting				
Construction			\$7,844,768	Grants & Bonding
Contingency			\$307,744	
Construction Admin.			\$403,986	
Other / Miscellaneous			\$50,551	
Total	\$400,000	\$201,542	\$601,542	

12.4 Provide line item explanations, justifications, and/or notes, as needed. *(493 of 1,000 characters)*

The Williamstown Fire District (WFD) is applying for schematic design services for a new fire station. The environmental & civil engineering will be completed in this phase. There may be some additional due diligence needed, as conditions may have changed since original work was completed. This is included in this budget. Please see attached budget in the ATTACHMENTS Section for details. This schematic design phase will get us to bid-ready documents & includes a certified cost estimate. This design phase of the project will conclude September 2022.

12.5 Describe the source(s) and status of all matching funds. *(944 of 1,000 characters)*

The Williamstown Fire District is a public municipal entity & its own taxing authority. The WFD recently appropriated \$105,000, approved by registered voters at the recent Fire District Annual Meeting. This certified vote is included in the Certification of Public Entity ATTACHMENT. We have already undertaken many due diligence

APPLICATION

measures including financing a Feasibility Study, Phase 1 Environmental Assessment, Wetlands Mapping, Operational Assessment, surveys, geotech, and legal, not to mention site acquisition, all appropriated at District Meetings. Over the past 13 years, we have spent over \$560,000 in qualifying matching funds. The contract for the OPM is on-going.

Should we be successful with this grant, the combined grant & appropriated funds will fund the schematic design portion of the grant, not including any additional due diligence needed. If further due diligence is needed, further appropriations will be sought.

12.6 ATTACHMENT: *In Section 15, attach a cost estimate or proposal from prospective consultant(s) or professional services provider(s) for this project.*

Uploaded

12.7 If known, provide the contact information for the provider undertaking the project.

Entity/Company:	Colliers Project Leaders	Phone:	413-592-0030
Contact Name/Title:	Anthony DiLuzio, OPM	Email:	anthony.diluzio@colliers.com

12.8 Describe why the project is needed and how the outcome will benefit your town. *(1,000 of 1,000 characters)*

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 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

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.

12.9 Describe key outcomes, including jobs created and/or private development leveraged. *(994 of 1,000 characters)*

Private 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. 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. By putting safety infrastructure in place, Williamstown can promote housing & economic 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 length of the ladder trucks in the fire department. Williamstown has to purchase custom equipment to fit in apparatus bays that are too short. A new fire station will benefit all.

APPLICATION

SECTION 13: Certification of Application Submission Authorization

13.1 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

13.2 ATTACHMENT: *If yes, in Section 14, attach a certified copy of the vote taken by the relevant entity.*

Uploaded

13.3 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

13.4 ATTACHMENT: *If yes, in Section 14, attach a document demonstrating such authorization.*

Not Applicable

13.5 If No to the items above, are you authorized to submit this application on behalf of the applicant entity, by virtue of your administrative role (chief elected official, chief executive officer, city/town manager, authorized signatory, etc.), or as a designee of an administrator and/or authorized signatory?

Yes No

APPLICATION

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

06/04/21
Date

APPLICATION

SECTION 14: REQUIRED ATTACHMENTS

The following items are required, if applicable, and as noted in each section. Use the Select button, at the right of each description, to upload the response. (Each line will only accept one attachment.) In cases where the response has multiple documents, these should be combined into one PDF file.

REQUIRED

Section Attachment Name	Referenced Question #	Description	Uploaded Y/N
3. Summary – Municipal CEO Letter	3.18	Letter from the municipal CEO outlining support for the applicant and/or proposed project.	Y
13. Certification – Public Entity	13.2	If applicable, certified copy of the vote taken by the relevant entity.	Y

May 27, 2021

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

RE: Williamstown Fire District, Rural and Small Town Development Capital Grant Application

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. The WFD is applying for a 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 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.

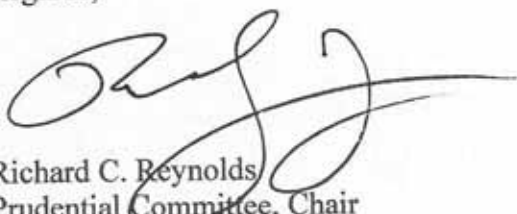
The current building does not meet many standards and guidelines as recommended by the National Fire Protection Association (NFPA) and the Air Force Fire Station Design Guide. A proper facility for Williamstown's size and needs would be over 19,000 SF. The current building measures approximately 5,000 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 (wild fires, 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 spent nearly \$500,000 in qualifying matching funds, financing a Feasibility Study, Phase 1 Environmental Assessment, Wetlands Mapping, Operational Assessment, surveys, geotech, and legal, not to mention site acquisition. 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.

We ask that you look favorably on this grant application.

Regards,

A handwritten signature in black ink, appearing to read 'Richard C. Reynolds', written over the typed name and title.

Richard C. Reynolds
Prudential Committee, Chair
Williamstown Fire District

WILLIAMSTOWN FIRE DISTRICT

Williamstown, Massachusetts

Special Prudential Committee Meeting

May 27, 2021 at 1600 hours

Motion that:

The Prudential Committee of the Williamstown Fire District authorize its Chairman, Richard Reynolds ("Reynolds"), and its Grant Writer, Kerin Shea ("Shea"), to apply for and accept grant funding from the Rural and Small-Town Capital Grant Fund, in support of the construction of a new Williamstown Fire Station and authorize Reynolds 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 27th day of May, 2021.

A True Copy Attest:



Sarah Currie

Clerk

Dated: May 27, 2021

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 25, 2021 at 1930 hours, with a quorum present, under Articles 6 and 7, of the Warrant calling said meeting, which were;

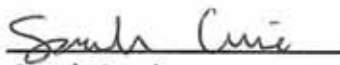
ARTICLE 6: To see if the District will vote to raise and appropriate, the sum of Eighty Thousand dollars (\$ 80,000.00), or any other sum, to be used as a "Design Fund" by the District for the study, engineering, project management, architectural services, or other costs, including legal and processing fees, associated with the analysis, planning and design work necessary to prepare for the construction of a new fire house on the 562 Main Street property, or take any other action in relation thereto.

ARTICLE 7: To see if the District will vote to appropriate from FREE CASH in the Treasury, the sum of Twenty-Five Thousand dollars (\$25,000.00), or any other sum, to fulfill the anticipated need of one hundred and five thousand dollars for the "Design Fund" as described above in Article 6 or take any other action in relation thereto.

THE FOLLOWING ACTION WAS TAKEN:

VOTED UNANIMOUSLY to adopt the subject matter of these two articles and that the total sum of One Hundred and Five Thousand Dollars (\$105,000) be appropriated accordingly.

A True Copy Attest:


Sarah Currie
Clerk

Dated: May 25, 2021

APPLICATION

OTHER / OPTIONAL

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 Support Letters	General Support Letters	Y



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

May 26, 2021

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

***Re: Williamstown Fire District, Rural and Small Town Development Capital Grant
Application***

Dear Undersecretary Maddox:

I am writing in support of Williamstown Fire District's Application for a Rural and Small Town Development Capital Grant. As State Senator of the Berkshire, Hampshire, Franklin and Hampden District, I fully support this effort.

The 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.

While Williamstown is technically classified as a small town with a population of 7,754 which includes ~2,000 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); however, only 15 square miles are developed, leaving 33 square miles of forest and wetlands. It has over 15 miles of riverfront from the Green and Hoosic rivers. The Appalachian Trail along with 70 miles of trails throughout the Mt. Greylock State Reservation attracts 140,000 hikers per year. All of this adds another layer of risk, not only for search/rescue operations for lost/injured hikers but brush fires as demonstrated by this month's nearly 1,000-acre East Mountain Forest Fire.

Williamstown is also an arts and culture hub, attracting hundreds of thousands of people from across the globe. The Clark Art Institute draws over 200,000 visitors per year, while the Williams College museum draws 110,000 visitors per year. The Williamstown Theatre Festival draws another 40,000 visitors per year.

Williamstown is home to Williams College, whose campus includes not only typical dorms and academic facilities, but also a 155,000 SF science lab. The Town has one full-service nursing home, one assisted living facility, and three senior housing complexes. It houses 10 large multi-family residences, and 11 hotels. It has 15 industrial parcels, including one large industrial area which carries out chemical processes. (Steinerfilms Inc. manufactures capacitor papers and specialty films.) And an active east-west freight rail line of the Pan Am Railways still runs through town six times per day.

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 very-undersized facility. I ask that you look favorably upon their grant application.

Sincerely,



ADAM G. HINDS, *State Senator*
Berkshire, Hampshire, Franklin & Hampden

AGH/kj



ḡ{x ` táátv{âáxàá [Éâáx Éy e xÑÜxáÇatáläxá

**State House
Boston, Massachusetts 02133**

**John Barrett III
State Representative
First Berkshire District**

**State House – Room 237
Phone (617)722-2305**

May 27, 2021

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

Dear Undersecretary Maddox:

I am pleased to write in support of the Williamstown Fire District application for a Rural and Small Town Development Capital Grant. This grant would allow the Fire District to fund a schematic design for a new fire station.

A recently completed feasibility study found many deficiencies with the current Fire Station, including being vastly under-sized. The existing building doesn't meet ADA, National Fire Protection Association requirements, and lacks a decontamination area for equipment and fire personnel. Additionally, there is not sufficient room for new standard-sized equipment due to the narrow width, length, and height of the apparatus bays. 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.

Williamstown is classified as a small town with a population of 7,754, which includes 2,500 college student living in the town during the school year. While being small in population, it is the largest town in Massachusetts in area of 48 square miles. Recently, one of the largest forest fires in Massachusetts' history started in Williamstown, burning nearly 1,000 acres over a three-day period. The Appalachian Trail runs through a portion of the town, along with many other hiking trails. The Williamstown Fire District has also conducted many search and rescue missions as hikers get lost or need to be rescued.

The Williamstown Fire District faces many challenges on a daily basis. A new fire station is needed if the District is to effectively protect the Williamstown community.

I hope you will look favorably upon the Williamstown Fire District's application to fund a schematic design of a new fire station. If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads "John Barrett III". The signature is written in black ink on a light-colored background.

John Barrett III
State Representative
First Berkshire District

Existing Conditions



Can't open doors



Tight quarters



Isle Obstructions



Firefighters too close to trucks

Existing Spaces



The ONLY Office



Meeting Space



Kitchen



Training

Existing Station



Apparatus Bay Space Needs

Williamstown FD Existing



Modern Fire Station



Apparatus Bay Comparison

Williamstown FD Existing
2242 Sq./Ft



Modern Fire Station
6100 Sq./Ft



Administrative Space



Present Conference Rm

04/09/2012



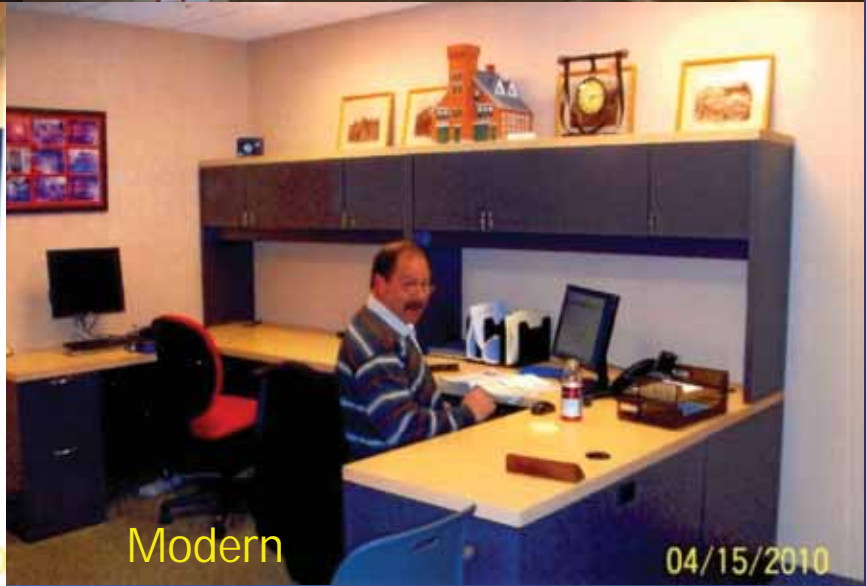
Present Office

04/09/2012



Modern

04/15/2010



Modern

04/15/2010

Training



Existing



Modern

Apparatus

Williamstown 1975



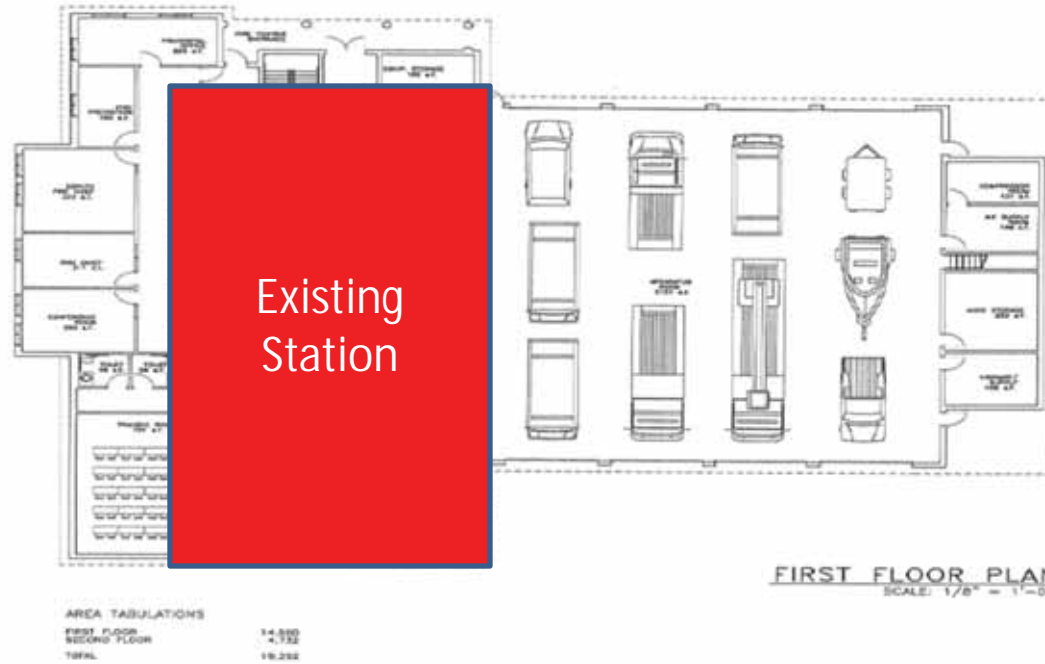
Williamstown 2012







Size Comparison





Floodplain Map

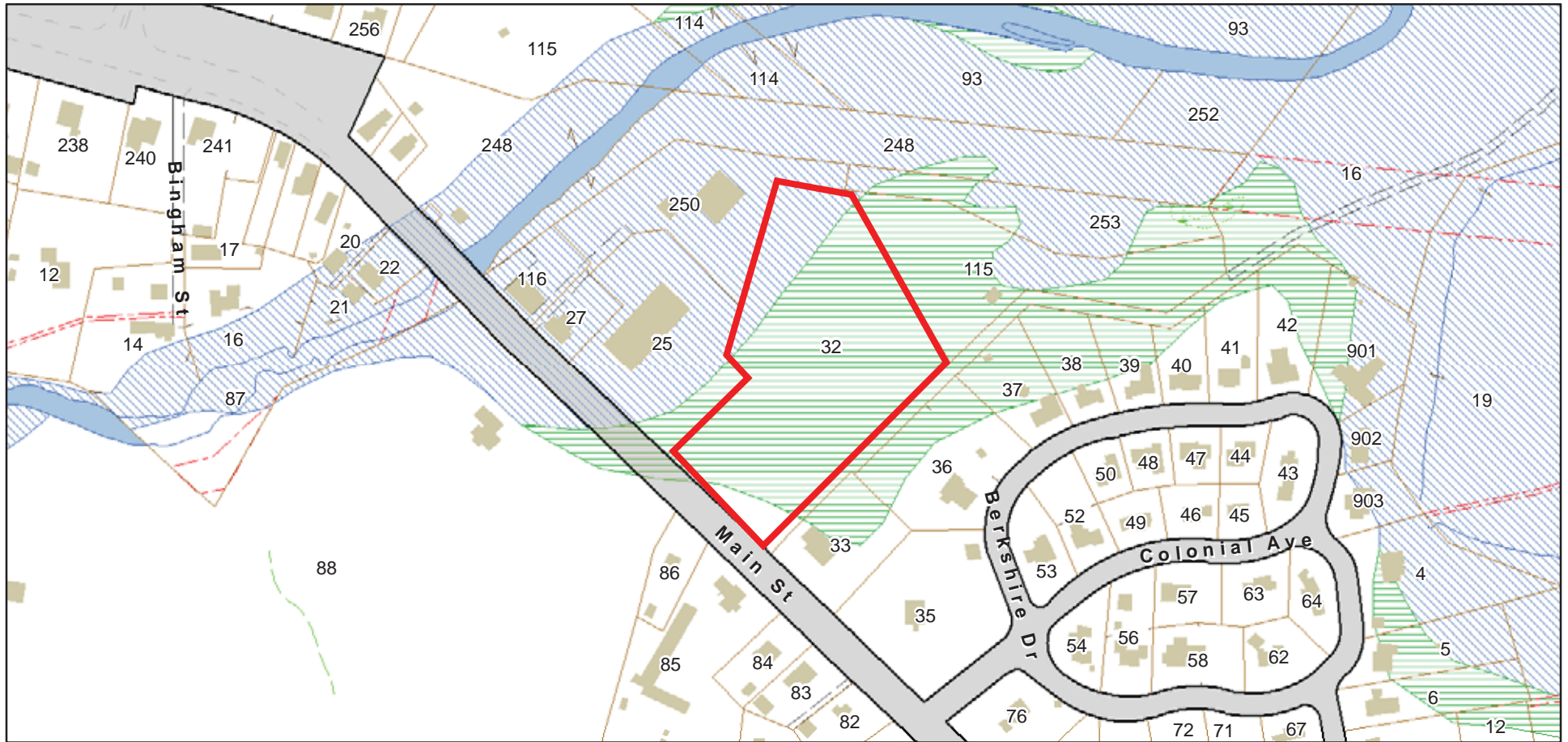
Williamstown, MA



May 12, 2021

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.



DEP Wetlands Map

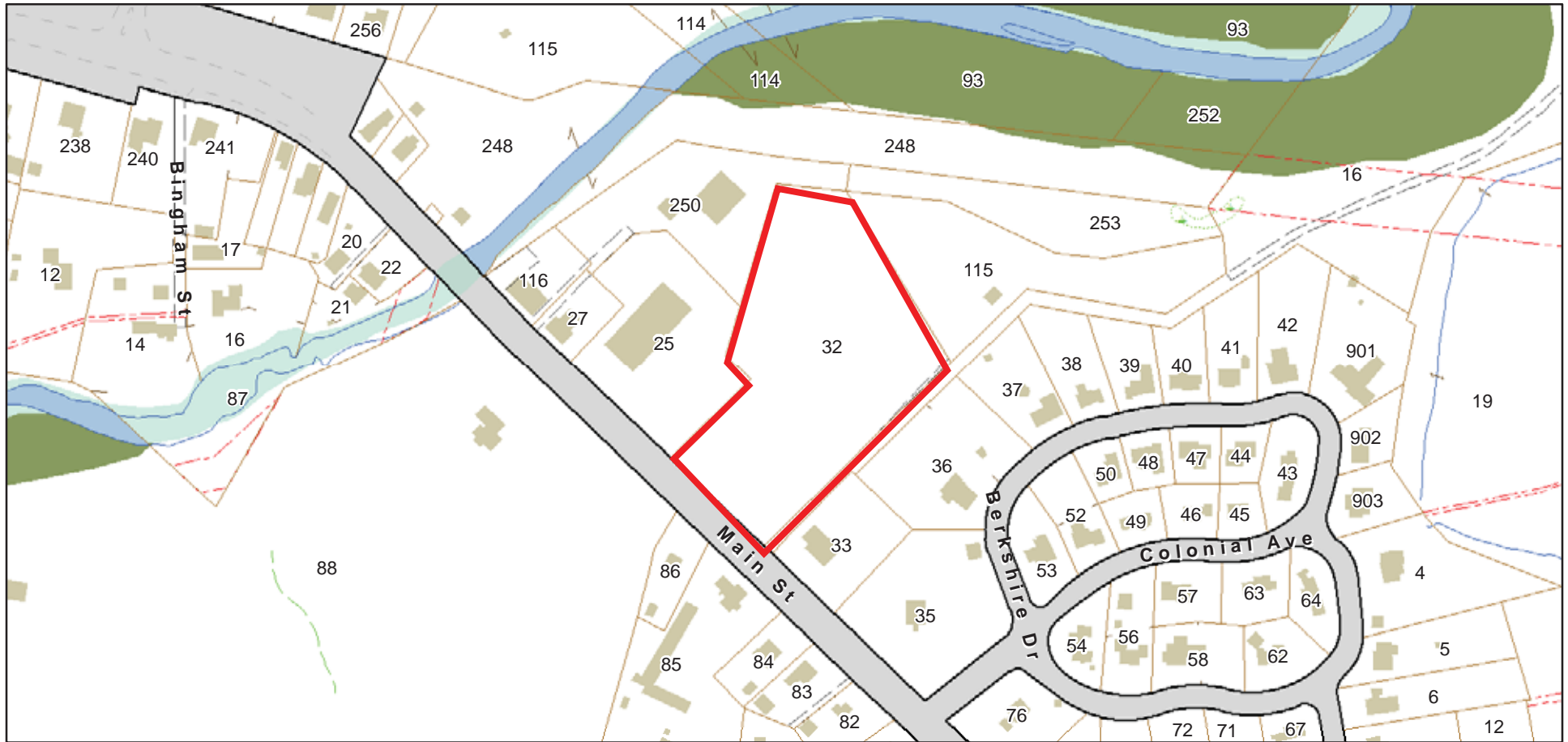
Williamstown, MA



May 12, 2021

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.



Town Owned Lands

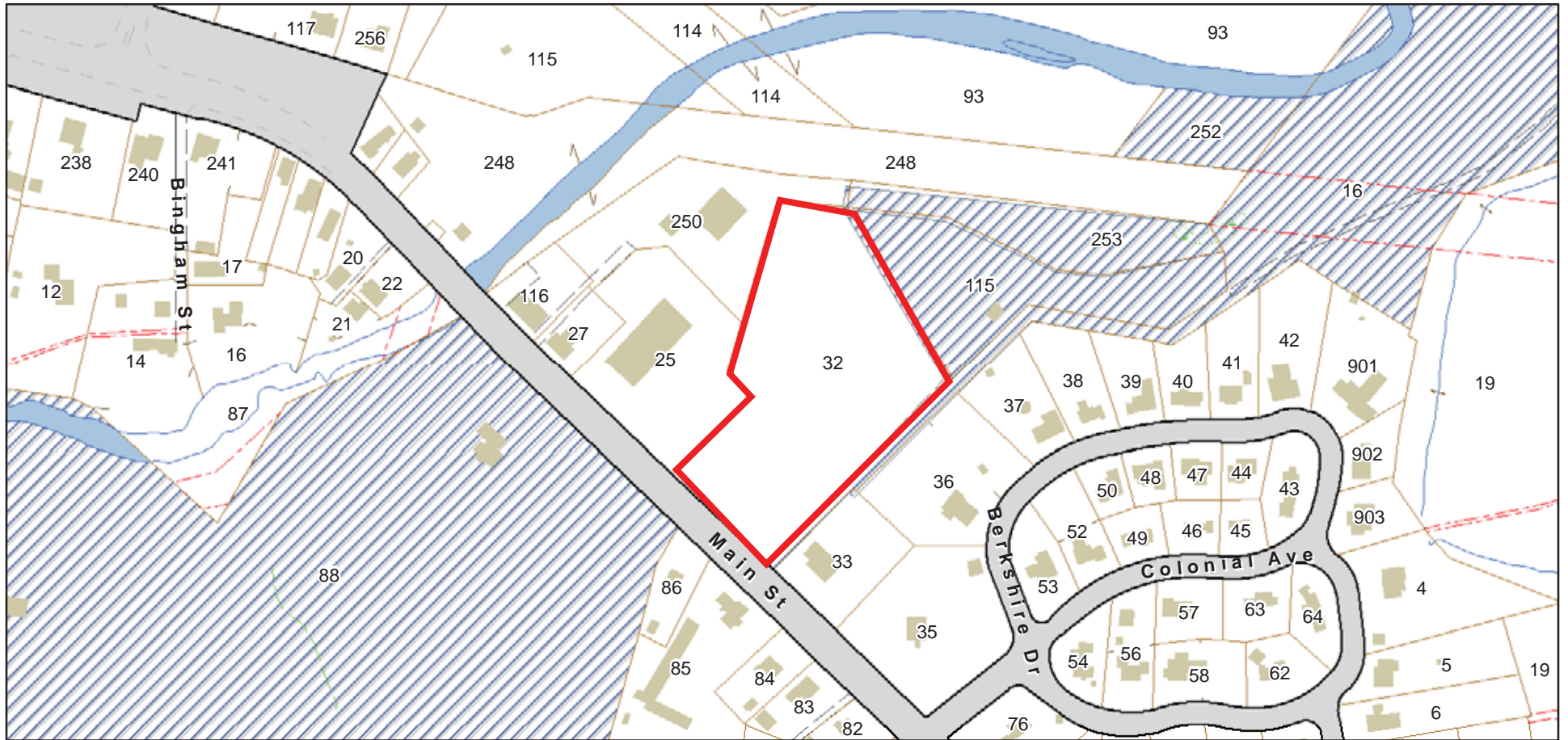
Williamstown, MA



May 12, 2021

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.



Zoning Map

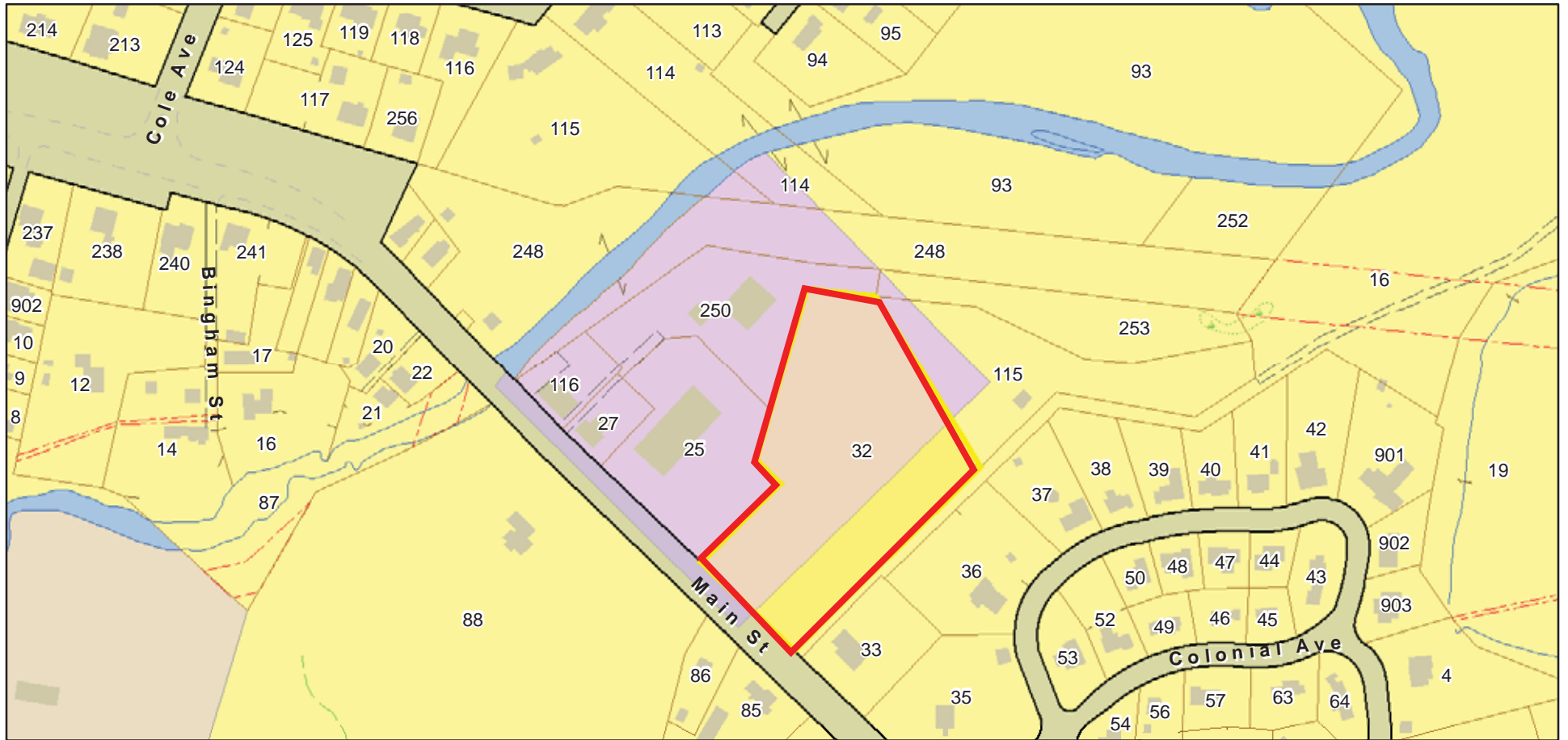
Williamstown, MA



May 21, 2021

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.

APPLICATION

SECTION 15: OTHER ATTACHMENTS FOR SPECIAL PROJECTS

In this section, upload all attachments that correspond to the selected best practices to be considered in the Other Special Projects section. Use the Select button, at the right of each description, to upload each response.

REQUIRED

Section Attachment Name	Referenced Question #	Description	Uploaded Y/N
Small Town/ Rural Cost Estimate	12.6	Cost estimate or proposal from municipal staff, consultant(s), and/or professional services provider(s).	Y



Williamstown Fire District - Cost Estimate Projected 19,371 SF Building as recommended by Feasibility Study		
Item	Amount	NOTES
Phase I - Due Diligence		
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	\$ 62,000.00	<i>Contract ongoing</i>
Grant Consultant	\$ 10,300.00	<i>Contract ongoing</i>
TOTAL Phase I	\$ 566,942.00	
Phase II - Design		
<i>** Seeking grant funding for this phase **</i>		
Schematic Design	\$ 54,736.00	
Design Drawings	\$ 218,943.00	
Construction Drawings	\$ 136,839.00	
Bid Documents	\$ 27,368.00	
Additional Due Diligence		
Feasibility Update	\$ 11,464.44	<i>As needed</i>
HazMat Survey	\$ 14,818.00	<i>As needed</i>
Geotech/Environmental	\$ 50,432.74	<i>As needed</i>
Survey	\$ 11,862.54	<i>As needed</i>
Civil Engineering	\$ 5,417.68	<i>As needed</i>
Legal	\$ 6,491.11	
Printing/Bidding Expenses	\$ 30,861.07	
Graphics	\$ 7,906.35	
Architectural Reimbursable expenses	\$ 3,905.98	
Cost estimating	\$ 20,496.45	
TOTAL Phase II	\$ 601,542.36	
Phase III - Construction		
<i>Construction begins FY22</i>		
Construction	\$ 7,143,509.57	
Construction oversight	\$ 109,471.00	
Testing	\$ 24,896.96	
Traffic Improvements	\$ 23,355.58	
Structural Survey	\$ 134.68	
Structural Inspection	\$ 13,401.00	
Utility Connection Fees	\$ 25,917.06	
Acoustics	\$ 2,866.11	
Computer/IT	\$ 438,640.43	
Furniture, Fixtures & Equipment	\$ 236,397.15	
Relocation Costs	\$ 10,551.76	
Project Management	\$ 184,590.28	
Clerk	\$ 109,924.75	
Contingencies	\$ 307,744.00	
Bond Cost	\$ 40,000.00	
TOTAL Phase III	\$ 8,671,400.33	
TOTAL Project Cost	\$ 9,839,884.69	<i>As of FY21</i>
Anticipated 2022 Escalation	\$ 10,233,480.08	