

**BUILDING FACILITIES CONSTRUCTION COMMITTEE MEETING**  
**WEDNESDAY, JULY 20, 2022**  
**RESOURCE ROOM**

**Attendance:** Chair Shirley Mosczynski, Linda Brown, Fred Fontaine, Bob Werme, Matt Wojcik Town Administrator, Matt Benoit Community Development Director

**Chair Shirley Mosczynski called meeting to order at 4:05 PM**

**Business:**

1. **(4:05 PM) (0:45) BOS Assignment – Needs assessment and feasibility considerations supporting options for Public Safety and/or Highway Department Building projects.**  
Mr. Wojcik discussed the Public Safety project with the committee and gave them some options that would help them research and determine their decision on this project. He mentioned Clark University having an institute for public demography where they use a specific model for estimating population trends. He also mentioned one of the options for the project is building a new highway barn and complete the fit out of the municipal building for the staff to move to the second floor and the police to move some of their operations to the first floor of the municipal building and the fire adding modular build outs. The committee would like to set up tours of all the department buildings included in this project.
2. **(4:34 PM) (29:30) Administration report on projects in progress:**
  - a. **(29:45) Library (#2012-1) Project is closed and completed**  
**(4:35 PM) (30:15) Motion to consider the library project completed and removed from the agenda made Linda Brown, seconded by Bob Werme. All members in favor.**
  - b. **(4:35 PM) (30:35) Green Communities**  
The adult social center part of the project was completed at the turn of the fiscal year, the fire department LEDs are just being wrapped up and finished, and the high school project will be starting at the beginning of August and the goal is to have that completed before the start of the school year. The invoicing and permitting was taken care of recently, the last part of the project is the insulation for the fire station which Mr. Wojcik has signed off on the authorization to proceed but the project hasn't started yet.
  - c. **(4:38 PM) (33:45) Municipal Backup Generator (#2019-10)**  
This project is going to bid tomorrow, the project is estimated at \$165k with no contingency, so Mr. Wojcik estimates the project to be around \$180k and the town's allocation was \$215k.
  - d. **(4:41 PM) (36:20) Badluck Pond Outlet Bridge (D-09-027) (#2019-04)**  
The project is not completed yet, but Mr. Fenimore's fence and gate has been moved on his request that was part of the project. There just remains a few punch list items to be completed.
  - e. **(4:43 PM) (38:22) Municipal Fire Alarm (#2019-03)**  
This project is still currently on hold.
  - f. **(4:43 PM) (38:30) Municipal Gymnasium Windows (#2019-01)**  
They finished taking the asbestos frames out today, advanced glass was supposed to start installing the glass today but there was a death in the family so the install will start Friday and is estimated to be about 2 days for all the windows to be installed.
  - g. **(4:45 PM) (40:22) Public Safety Radio System (#2020-02)**

Progress has been made, they have put radios in the vehicles to test them, but the network has not been set up yet. The latest project from the tech is 6 to 8 weeks to be finished.

- h. (4:47 PM) (42:35) HVAC Units Roof Municipal Main Building**  
The same vendor that is doing the day tank replacement downstairs, which is posted, is doing this project so when he has completed that he will turn his attention back to the HVAC project. Mr. Wojcik is hopeful that the HVAC units will be done before the winter and the roof will be done in the spring.
- i. (4:49 PM) (44:10) Municipal Main Roof Replacement**  
Hopefully get done in the spring and Adam Furno would like to add the elevator shaft roof to be done as well.
- j. (4:50 PM) (45:05) Heat Pumps for Fire Station**  
This project is on the ARPA funding request that is pending before the select board.
- k. (4:53 PM) (48:22) Status of Oil Spill**  
The new peer reviewer that the town has hired has reviewed the data that was collected and methodology that was used by the initial consultant one might think that they were fishing for work and over did the sampling in areas that should not have been tested, and therefore it was rated a higher tier than it should have been. The new consultant is taking new samples to get it to not be designated as a tier one project and get it closed out. Mr. Wojcik feels that he has a responsibility to have a conversation with the town's insurer about the integrity of the consultant that they hired to do this work.
- l. (5:01 PM) (56:48) Fire Station Upgrade (Generator/Electrical)**  
Howard is working on this one and Mr. Wojcik does not have time estimate on this one, but he had two projects on his plate and now he has only one, so he thinks it should be soon.

**Minutes – June 22, 2022 – Possible Votes**

**(5:03 PM) (58:45) Motion to approve the meeting minutes of June 22, 2022, as amended made by Linda Brown, seconded by Bob Werme. All members in favor.**

**Upcoming meetings – Possible Votes**

**August 10, 2022 and September 21, 2022**

**The committee discussed having the walk throughs for the highway and fire stations on August 10<sup>th</sup> and the police walk through at the September meeting.**

**(5:06 PM) (1:02:45) Motion to change the August 17<sup>th</sup> meeting to August 10<sup>th</sup> at 4:00 PM made by Linda Brown, seconded by Bob Werme. All members in favor.**

**(5:07 PM) (1:03:25) Motion to adjourn meeting made by Linda Brown, seconded by Bob Werme. All members in favor.**

**Respectfully submitted,**

**Stephenie Gosselin, recording secretary**