

**BUILDING FACILITIES CONSTRUCTION COMMITTEE  
WEDNESDAY, OCTOBER 5, 2022  
RESOURCE ROOM**

**Attendance:** Chair Shirley Moczynski, Linda Brown, Fred Fontaine, Ray Clontz, Matt Wojcik Town Administrator, Matt Benoit Director of Community Development

**Absent:** Excused absence, Robert Werme

**Chair Shirley Moczynski called the meeting to order at 4:07 PM**

**(4:07 PM) (0:20) Shirley Moczynski would like to welcome a new member who was appointed by the School Committee, Raymond Clontz, joining tonight remotely.**

**Business:**

**1. (4:08 PM) (1:10) BOS Assignment – Needs assessment and feasibility considerations supporting options for Public Safety and/or Highway Department Building projects.**

The committee did walk throughs for Fire, Police and Highway departments.

Fred Fontaine's take on the Police department needs is that if they expand into the town hall and the town can fix up things to make some room for them, they would have the space they need and maybe add some car ports outside for vehicle coverage. He stated that for the Fire department if they get some upgrades and maybe some additions they might be in good shape. He feels that for the highway department what they currently have is less than adequate and feels is dangerous to employees, so he feels that the highway barn is the first priority in this discussion. Linda Brown agrees 100 % with Fred. Shirley Moczynski would also like to get Bob Werme's thoughts on this discussion and see if Ray wants to look at the department buildings and put his opinion in also by next meeting. Shirley is in agreement with Linda and Fred that the Highway barn is just too small, she also has concern about the location of the police department for when they get a call, and they have to come out onto Main Street. The committee asked for Mr. Benoit and Mr. Wojcik's thoughts. Mr. Benoit agrees that the highway department has a substantial need and he just wanted to state that the fire and police do have a space need as well and just wanted to make sure they were not being passed over due to the significant need of the highway. Mr. Wojcik stated that he did not want to go on record with any opinion or thoughts until the other two-committee members have had a chance to give their thoughts. He would like to talk about the format of the recommendation coming from this board would be what is the scope of the design effort that the town would put out for a request for qualifications from the design community and not limit it to either building one big building or not but have different design thoughts.

**2. Administration report on projects in progress:**

**a. (4:24 PM) (17:05) Status of Oil Spill**

Mr. Wojcik stated that they are nearing the close out, there is a lingering issue with some potential soil gas underneath the pad that the boiler is on which is going to be investigated before the closeout. He did have a meeting with MIIA this week about the work from the first contractor that was chosen from MIIA, and the level of severity that the first contractor had deemed the issue. In the meantime, they had maintenance done on the boiler that will greatly enhance the life of the boiler and its efficiency.

- b. (4:29 PM) (22:45) Green Communities**  
Mr. Benoit stated they are just trying to get the funding closed out, so the town has requested disbursements of the final funds to offset the expenses that the town has paid. And the town will start conducting audits on some of the town's other facilities and look to apply for another round in the spring. This is a competitive grant program to make the town more energy efficient. Mr. Wojcik explained the program in more detail for the benefit of the new member Ray. The town is limited to \$100k for the next round of applications. The town has seen positive change from the lighting projects that the town just completed, specifically the streetlights there changed over to LED. The town is spending about 38% of what they used to spend on street lighting.
- c. (4:39 PM) (32:50) Municipal Backup Generator (#2019-10)**  
They are still waiting for the arrival of the generator
- d. (4:41 PM) (34:45) BadLuck Pond Outlet Bridge (D-09-027) (#2019-04)**  
There are still a few small items to finish out, with the guard rail, and wetlands planting, and paint for the bridge itself.
- e. (4:43 PM) (36:57) Municipal Fire Alarm (#2019-03)**  
This project is still on hold and will be addressed after the town hall roof is taken care of and the phone issues resolved at town hall. Mr. Wojcik explained the phone situation and the alarm situation with the town hall and the police station and the need for the new systems to the committee. And that these projects do qualify for the use of ARPA funds. The members asked if they should recommend this project to be reviewed by the Selectboard, and Mr. Wojcik stated that they could do so if they wanted to.
- f. (5:01 PM) (54:20) HVAC Units on Roof of Municipal Main Building**  
The building had 4 units installed back in 1996 when the school did the renovations, since then there is one working unit that is on its last leg. The town has ordered 2 new units with the approved funds from town meeting and have been installed yesterday. Now he can start on the roof.
- g. (5:04 PM) (57:50) Municipal Main Roof Replacement**  
Bidding out for the roof is late in the year now so he will bid it out this fall and winter for springtime work. Mr. Wojcik would like to see if they would be able to financially do all the roofs excluding the gym roof on the building with the funds from town meeting, so he would like to get some quotes.
- h. (5:11 PM) (1:04:20) Municipal Gymnasium Windows (#2019-01)**  
This project is complete and closed out.
- i. (5:12 PM) (1:05:30) Public Safety Radio System (#2020-02)**  
The update from the project manager was the tower work will be ready to begin on October 17<sup>th</sup>, and they will receive the final pieces of the console the first week of November and will begin configuration and setup at that time, the setup and configuration of the microwave began this week.
- j. (5:19 PM) (1:12:30) Heat Pumps for Fire Station**  
The town has already awarded a design contract to the vendor doing the back up generator in the town hall – McRitchie. Mr. Wojcik asked him what the additional cost would be for him to do the design work for the electrical and mechanical at the same time and he said \$3,500.00. Mr. Wojcik agreed to that cost, and they are looking to have a meeting very soon about starting the project.
- k. Fire Station Upgrade (Generator/Electrical)**  
They will be having to wait for the generator on this project as well.
- 3. (5:22 PM) (1:15:30) 2023 Meeting Schedule – Possible Votes**

The committee will wait to vote till all members are present.

**(5:23 PM) (1:16:52) Minutes – July 20, 2022 & August 10, 2022 – Possible Votes**

The committee will vote on the minutes at the next meeting.

**Upcoming Meetings: October 19, 2022 & November 16, 2022**

**(5:26 PM) (1:19:10) Motion to adjourn the meeting made by Linda Brown, seconded by Fred Fontaine. Linda Brown, Fred Fontaine, Ray Clontz, Shirley Moczynski all in favor.**

**Respectfully submitted,**

**Stephenie Gosselin, recording secretary**