

BUILDING FACILITIES CONSTRUCTION COMMITTEE  
WEDNESDAY, OCTOBER 19, 2022  
RESOURCE ROOM

Attendance: Chair Shirley Mosczynski, Linda Brown, Fred Fontaine, Ray Clontz, Bob Werme, Matt Wojcik Town Administrator

Chair Shirley Mosczynski called the meeting to order at 4:06 PM.

Business:

1. **(4:06 PM) (0:35) BOS Assignment – Needs assessment and feasibility considerations supporting options for Public Safety and/or Highway Department Building projects.**  
The committee is going to come back to this item later in the meeting.
2. **(4:07 PM) (1:40) Administration report on projects in progress:**
  - a. **(4:08 PM) (2:00) Status of Oil Spill**  
The town is waiting for the tank and pump to be delivered and the rest of the work to be finished when they receive those items. Their projected date is in November.
  - b. **(4:08 PM) (2:35) Green Communities**  
Matt Benoit emailed Shirley Mosczynski and told her that he has no new updates for these projects other than the jobs that finished, and the town is now finishing payments and grant closeouts. The town will be conducting fresh facility audits with a new project manager in the near future.
  - c. **(4:09 PM) (3:37) Municipal Backup Generator (#2019-10)**  
The town is still waiting for the generator to be delivered.
  - d. **(4:09 PM) (3:46) Badluck Pond Outlet Bridge (D-09-027) (#2019-04)**  
They are doing wetlands plantings but are still not finished.
  - e. **(4:10 PM) (4:03) Municipal Fire Alarm (#2019-03)**  
Project is still on hold.
  - f. **(4:10 PM) (4:10) Public Safety Radio System (#2020-02)**  
The contract with the rigors through Marcus should have started today so when Mr. Wojcik leaves this meeting, he will be asking for an update from them.
  - g. **(4:10 PM) (4:45) Municipal Main Roof Replacement**  
This project is on hold until the spring.
  - h. **94:10 PM) (4:54) Heat Pumps for the Fire Station**  
Mr. Wojcik stated that last night the Select board approved the use of ARPA funds for the design work quoted at \$8,500.00.
  - i. **(4:11 PM) (5:34) Fire Station Upgrade (Generator/Electrical)**  
There has been a walk through scheduled for the engineering team to go through. There was question on whether the additional design cost was \$3,500 or \$8,500. Mr. Wojcik will get the signed contract for the committee to review.

**(4:12 PM) (6:55) The Committee will go back to item 1. BOS Assignment**

Ms. Mosczynski asked Bob Werme his opinion on the project because he was not present at the last meeting when everyone else gave his or her opinion. Mr. Werme stated that the DPW garage is high priority on the list, police department seems to be doing good aside from maybe needing more rooms and space, and for the fire department he is a little unsure it seems like what they need most is mechanical stuff. The new member Ray Clontz stated that he watched the meetings when the

committee did their walk through for all three departments, and he agrees that the Highway is in desperate need of a new facility and that it should be priority. The committee will look at having this put on as a project for the spring town meeting. The committee asked for an approximate period for getting the project started. Mr. Wojcik stated that if they are only looking to deal with Highway for the time being then they could potentially call a special town meeting to have a budget for engineering to design the building all the way to construction plan, and the town wouldn't be ready to vote the actual construction funds until the spring because that will probably come along with a borrowing instrument. The committee's decision is what they would hire someone in the design field to do. Mr. Wojcik's suggestions for a number of possibilities are:

- A highway barn only if that is what the committee wants to recommend
- A highway barn plus upgrades necessary for both fire and police, what would be done to the municipal center building so that both town hall and police could be here.
- A third broader study would be comparing the cost of the first two options to the cost of a single construction brand new building for all three departments with common spaces shared.

Mr. Clontz asked if the town has property already that could be used for a single building of that size, and Mr. Wojcik stated that he believes the town does. The town owns the old mobile pipeline property that he believes is over 100 acres. Mr. Wojcik also wanted the committee to think about town growth in the future because trends are heading in direction of high town growth in Douglas. He stated that there is potential for expansion for the fire station and the only issue the municipal building has currently to serve both police and town hall properly is the electrical. The electrical is very old; it is original to when the building was built for a school in 1927. He had heard a number of around a half a million dollars just to upgrade the building. The overall concerns for each building department are Highway and there lack of safety and room, fire and the concern for the 24/7 employees place to sleep and property ventilation, and police their lack of space.

**(4:55 PM) (49:56) Motion to recommend the board of selectmen to proceed to design a new highway department building and/or ancillary facilities up to and including final design made by Linda Brown, seconded by Fred Fontaine. All members in favor.**

**3. (4:59 PM) (53:15) ARPA Funding and Qualification Discussion – Possible Votes**

Mr. Wojcik handed the committee the chart that he provided to the select board last night. All the department heads were asked to submit proposals for significant cost items that don't currently have the funds for. Mr. Wojcik is getting a little concerned because the ARPA funds must be at least obligated with an executed contract by December 31, 2024. There is 2.37 million left of ARPA funds to be spent. There were three water projects suggested by the systems manager, of which one project was eliminated by doing fact-findings. The two projects left are (1) to address water main brake problems from Franklin Street all the way to the highway barn, which would include sewer extension, water main improvement and new pavement with the town contributing 1.5 million and the water/sewer department borrowing for the rest. The second project is Depot Street, which parts of the piping go back to the 1900's, that would go under Maple Street, loop over to Martin Road, and get rid of dead-end pipes. In addition, what would be done at the same time is updating the municipal center to be able to sprinkler the second floor so that it becomes useable. This project would be about 2 million of the ARPA funds. The rest of the projects on the list are listed in Mr. Wojcik's priority system.

- First, the school security system estimated at \$81k,
- second, the municipal elevator roof that leaks estimated at \$19k,
- third, the fire department heating ventilation air conditioning estimated for design at \$8,500 (which the select board approved last night) and demolition and installation of new estimated at \$115k,

- Fourth, to complete the HVAC improvements in the municipal building estimated at \$165k,
- Fifth, the town and school phone system upgrades, which the select board approved last night and Mr. Wojcik signed the contract today because the quote was going to expire that the cost of the phones is \$31k plus the annual subscription fee that is just about the same amount.
- Sixth, the vault for the town clerk in the old locker room of the gym
- An additional command/utility vehicle for the fire department
- Bus for the adult social center

4. (5:21 PM) (1:15:55) 2023 Meeting Schedule – Possible Votes

(5:22 PM) (1:16:45) Motion to approve the 2023 meeting schedule made by Fred Fontaine, seconded by Ray Clontz. All members in favor.

(5:23 PM) (1:17:12) Minutes – July 20, 2022 & August 10, 2022 – Possible Votes

(5:25 PM) (1:19:50) Motion to approve July 20, 2022, meeting minutes as amended made by Linda Brown, seconded by Fred Fontaine. All members in favor.

(5:26 PM) (1:20:50) Motion to approve August 10, 2022, meeting minutes as amended made by Linda Brown, seconded by Fred Fontaine. All members in favor.

Upcoming Meetings – November 16, 2022 & December 21, 2022 - Possible Votes

(5:27 PM) (1:21:47) Motion to adjourn the meeting made by Linda Brown, seconded by Fred Fontaine. All members in favor.

Respectfully submitted,

Stephenie Gosselin, recording secretary