

BUILDING FACILITIES CONSTRUCTION COMMITTEE  
WEDNESDAY, APRIL 19, 2023  
RESOURCE ROOM

Attendance: Chair Shirley Mosczynski, Linda Brown, Ray Clontz, Bob Werme, Fred Fontaine, Matt Benoit Community Development Director, Matt Wojcik Town Administrator (joined at 10:30 TS, 4:10 PM)

Chair Shirley Mosczynski called the meeting to order at 4:00 PM.

1. (0:30 TS) (4:00 PM) BOS Assignment – Needs assessment and feasibility considerations supporting options for Public Safety and/or Highway Department Building projects.  
Mr. Benoit stated that Mr. Wojcik followed up with Weston & Sampson yesterday and they were anticipating some sort of report either today or tomorrow, he has not seen it, but he does not know if Mr. Wojcik has received anything yet.
2. (1:32 TS) (4:01 PM) Administration report on projects in progress:
  - a. Status of Oil Spill – Mr. Benoit does not know if Mr. Wojcik has received the closeout letter.
  - b. Green Communities – The project expeditors went to all three schools yesterday to look at any additional projects regarding lighting. They had given the town estimates on three lighting projects that the town might consider doing on-bill repayment to have those projects completed which would go on the town's National Grid bill and they would pay it that way instead of going out for the grant. The Green Community grant round application is due May 4.
  - c. Municipal Backup Generator (#2019-10)  
Waiting for the generator still to come in.
  - d. Municipal Main Roof Replacement  
Supposed to be getting some update from Weston and Sampson regarding the roof.
  - e. Municipal Fire Alarm (#2019-03)  
This is waiting for the roof to be done.
  - f. HVAC For Fire Station
  - g. Fire Station Upgrade (Generator/Electrical)
3. (5:30 TS) (4:05 PM) ARPA Funding and qualification discussion – Possible Votes  
The Selectmen have proposed using most of the ARPA funds.
4. (5:50 TS) Meeting Minutes: January 18, 2023, February 22, 2023 & March 15, 2023 – Possible Votes  
(9:54 TS) (4:09 PM) Motion to approve the meeting minutes of January 18, 2023, as amended made by Linda Brown, 2<sup>nd</sup> by Fred Fontaine. All members in favor.

Matt Wojcik joined the meeting.

(10:30 TS) (4:10 PM) Weston and Sampson have been engaged by the Town. The fee for the conceptual design phase is \$68,500. The funds were set aside through ARPA and a previous town meeting and the Town hopes it is ready to present at fall town meeting in November. Once the contract is finalized, Mr. Wojcik will send it to the committee through Jen Couture.

(12:30 TS) (4:12 PM) Status of Oil Spill – They are still waiting for final documents Mr. Wojcik has not heard from Pat, but he will give him a call.

(12:50 TS) (4:12 PM) Municipal Backup Generator – Mr. Wojcik has heard from Howard and there is a change order that needs to be signed for an automatic transfer switch, which he

executed late last week. Therefore, they are still waiting for the generator but there is contact and progress on getting ready for installation.

(13:40 TS) (4:13 PM) Municipal Main Roof Replacement – Weston and Sampson is going to help with this project, he gave them all the information. Adam had a contractor take some samples of the roof and Mr. Wojcik is happy to have Weston and Sampson on this project.

(14:40 TS) (4:14 PM) HVAC for the Fire Station – Those drawings are still being done by MacRitchie and the trailers came this week to move the personnel outside for a couple months while everything is getting prepped because of the air quality concerns in that building.

(15:25 TS) (4:15 PM) Fire Station Upgrade (Generator/Electrical) – Mr. Wojcik stated that this is the same project as the HVAC.

(16:00 TS) (4:16 PM) – The entirety of the ARPA allocation has now been encumbered, and Mr. Wojcik thinks it would be good to have Bob Sullivan come to the next meeting to explain what the project is going to look like and the funding that may be coming out of the water department. Mr. Wojcik stated because of the timing of certain projects in town he is looking to do this water project next calendar year.

(19:00 TS) (4:19 PM) Meeting Minutes

(21:00 TS) (4:21 PM) Motion to approve the meeting minutes of February 22, 2023, as amended by Linda Brown, 2<sup>nd</sup> by Bob Werme. All members in favor.

(22:20 TS) (4:22 PM) Motion to approve the meeting minutes of March 15, 2023, as amended by Linda Brown, 2<sup>nd</sup> by Fred Fontaine. All members in favor.

(23:00 TS) (4:23 PM) Fred Fontaine asked Mr. Wojcik how the radios are working; Mr. Wojcik stated they are working outstandingly. There was a fire off of Southwest Main Street on a trail where the radios never worked and they were working, the fire department reported back after, and they are very happy with the radios.

Upcoming/Meetings: May 17, 2023 & June 21, 2023 – Possible Votes

(24:35 TS) (4:24 PM) Motion to adjourn the meeting at 4:25 PM made by Linda Brown, 2<sup>nd</sup> by Ray Clontz. All members in favor.

Respectfully submitted,

Stephenie Gosselin