

BUILDING FACILITIES CONSTRUCTION COMMITTEE  
WEDNESDAY, MAY 17, 2023  
RESOURCE ROOM

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

Absent: Ray Clontz (excused)

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

Shirley Mosczynski stated that they would do the reorganization at the next meeting because it did not make it on this meeting's agenda.

1. (4:06 PM) (1:10 TS) BOS Assignment – Needs assessment and feasibility considerations supporting options for Public Safety and/or Highway Department Building projects.  
Mr. Wojcik stated that Weston and Sampson will be out on Wednesday to conduct their second round of site visits in connection with the first piece of the project which was assessing the Highway departments needs and looking at the sites that the town had forwarded to them as part of the bid documents and will be assessing as part of the study. Weston and Sampson were at town hall today and feel that they are still on track for a November town meeting conceptual design funding. Weston and Sampson will typically be meeting with John Forno, Adam Forno, Selectman Fitzpatrick, and Matt Wojcik.
2. (4:10 PM) (5:20 TS) Administration report on projects in progress:
  - a. (4:10 PM) (5:35 TS) Status of oil spill – Pat from the consultant team 21 Environmental was at the town hall today doing the final round of air quality testing samples and is sending them off to the lab and they should have closure on this by the committees next meeting.
  - b. (4:11 PM) (6:15 TS) Green Communities – Mr. Benoit stated that they have put forth an application for a new round of grant funding. One of the projects lined up was for new transformers but unfortunately right before the grant was due, they found that National Grid was not going to be able to provide any incentives on those transformers so he talked to the regional coordinator about that, and he said that they could still submit but it may not be favorably received without National Grid incentives tied to it. Therefore, they decided to take the one other project they had lined up that they knew would work which was the high school LED lights that was about a \$35k dollar grant request to finish the LED lights at the high school. Mr. Wojcik stated that the school transformer project would have to come back to town meeting because they will eventually need to be replaced. The name of the company for the transformer work is Inovis.
  - c. (4:15 PM) (10:05 TS) Municipal Backup Generator (#2019-10) - Mr. Wojcik will be calling MacRitchie today because he hasn't heard from anyone in a long time on this.
  - d. (4:16 PM) (11:00 TS) Municipal Main Roof Replacement – They have decided to use Weston and Sampson the towns new “house doctor” because the last time the roof was looked at, they notice copper flashing and that could potentially pose some issues with needing masonry and other work done. The project now entails the architect writing the specs and walking them through the bid process and they will remove all existing roof materials down to the decking and install a new either rubber or PVC roof. They are looking for a rough estimate and some preliminary drawings for the bid package in about 5 weeks and step one is coming up with a demolition plan and step two is coming up with the bid documents for

the contractor to install a new roof. The goal is to have the new roof installed no later than October and the project will probably reach \$400k.

- e. (4:21 PM) (16:30 TS) Municipal Fire Alarm (#2019-03) – This is still on hold because the roof needs to be done first.
- f. (4:21 PM) (16:45 TS) HVAC for Fire Station – Mr. Wojcik will update on this item and the Fire Station upgrade generator/Electrical together. MacRitchie has reached out and is looking to schedule a site visit in the near future to take some measurements to further along their conceptual drawings.

3. (4:22 PM) (17:40 TS) ARPA Funding and Qualification Discussion – Possible Votes

Bob Sullivan continues to pursue Stantec for drawings and his intention is to have the water department fund those activities from retained earnings and Mr. Wojcik suggested they put him on the agenda for next time. Mr. Wojcik stated that one of the ARPA projects includes the security for the town hall building and for the fire station and cameras are currently being installed and will be also happening at the fire station, the telephone system which is also funded with ARPA has been installed with the highway and water department and they started the adult social center.

4. (4:28 PM) (23:25 TS) Meeting Minutes: April 19, 2023 – Possible Votes

The committee will wait till the next meeting to vote on the minutes when all the corrections have been made.

5. (4:37 PM) (32:25 TS) Open Session for Topics not reasonably anticipated 48 hours in advance of meeting.

Ms. Mosczynski received an email from Justin Snook at the library informing her that he had placed flyers in their box, Ms. Mosczynski passed out copies, and it reads as follows:

Dear BFCC members,

The Simon Fairfield Public Library Board of Trustees is currently engaging the services of Mary Brainy, a library building specialist, to prepare a library building program. This document will serve as a letter to any future architect outlining the reality of our current situation, the needs of the community and what it will take to get from here to there. We hope to use this document when applying for a library building construction grant program in March of 2024. Your voices matter in this process, if we end up moving forward with a project you will be involved in the process but more importantly your volunteerism on the BFCC makes you ideally suited to speak on behalf of the residents of Douglas regarding the future of the library building. So please consider participating in one of the following discussions and RSVP so I can slot in, I want to fill all available seats so please RSVP even if you can't so I can seek out additional attendees. Email me at the address below or call me on the number above or text my cell at (501) 230-4105.

Thank you.

Option 1: Mediated focus group on June 15<sup>th</sup> at noon in the town hall community room.

Option 2: Mediated focus group on July 6<sup>th</sup> at noon in the town hall community room.

Option 3: Public forum discussion on July 20<sup>th</sup> at 6:30 PM in the library.

Justin Snook, Director

Upcoming Meetings: June 21, 2023 & July 19, 2023

(4:40 PM) (36:00 TS) Motion to adjourn the meeting made by Linda Brown, 2<sup>nd</sup> by Bon Werme. Motion passed unanimously.

Respectfully submitted,

Stephenie Gosselin