

BUILDING FACILITIES CONSTRUCTION COMMITTEE  
WEDNESDAY, JUNE 21, 2023  
RESOURCE ROOM

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

Matt Wojcik called the meeting to order at 4:05 PM.

1. (0:15 TS) Reorganization - possible votes

Mr. Wojcik opened the floor to nominations. Linda Brown nominated Shirley Mosczynski as chairperson. There were no other nominations, the vote for Shirley Mosczynski, as chairperson passed unanimously. Ms. Mosczynski asked for nominations for vice chair. Linda Brown was nominated for vice chair, and there were no other nominations. The vote passed unanimously for Linda Brown as a vice chairperson.

(1:45 TS) BOS assignment - needs assessment and feasibility considerations supporting options for public safety and/or highway department building projects

Mr. Wojcik stated that there has been some progress Weston and Sampson have been out a couple times. The goal is to have a conceptual plan with an associated financial estimate and proposal for town meeting in November. They came out to look at the various parcels of land about a week and a half two weeks ago and they would get back to the town shortly with their thoughts. In the meantime, the town has been doing research on the three individual parcels for potential locations for the highway barn. Mr. Wojcik will be working with Town Council, Rich Bowen, on what the town would need to do for each parcel of land, some are town owned and some are not. The three parcels of land are the space behind the VFW and the soccer field, the old Buckeye property, and thirdly, the existing highway barn with other parcels attached to it.

2. (4:35 TS) Administration report on projects in progress:

- (4:40 TS) Status of oil spill - Mr. Wojcik stated that they received correspondence from the consultant stating that once the data from the risk assessment perspective they'll have a better idea of closure, and they may need to collect one more round of samples before that's possible. The water and air samples look good. The soil still has a little trace amount so they will know more in a couple weeks.
- (7:05 TS) Green Communities - there is no update.
- (7:40 TS) municipal backup generator (#2019-10) - Mr. Wojcik stated that they are still waiting for the generator and at this point it looks like they may have to go through another winter without a full building generator.
- (9:20 TS) municipal main roof replacement – Mr. Wojcik is still awaiting a design document specifications so he can go out to bid, but he is still optimistic that this will get done before snow comes.
- (13:20 TS) municipal fire alarm (#2019-03) - this project is still on hold until the roof is done.
- (13:30 TS) fire station upgrade/HVAC (generator/electrical) - the temporary sleeping quarters have been fully established outdoors and being used and are up to code. There was a lot of feedback on the conceptual drawings, so the town wanted to see a significant increase in the number of receptacles in circuits in the building and that wasn't accomplished, so they asked them to go back and re-capture the needs. For the electrical part, they will be converting the building to a three-phase motor. Concerning the HVAC, they are going to have MacRitchie come back and do a walkthrough of their conceptual plan so everyone can ask all the questions they have. When the walkthrough is scheduled, Mr.

Wojcik can let the members of the committee know so they can attend also.

(25:20 TS) Matt Benoit join the meeting.

3. (30:15 TS) ARPA Funding and qualification discussion - possible votes  
Mr. Wojcik stated that they have encumbered all the funds. They have asked Stantec to spec out the project for Depot Street, and they are waiting to receive a quote from them.
4. (34:00 TS) meeting minutes: April 19, 2023, and May 17, 2023  
(36:10 TS) motion to approve the meeting minutes of April 19, 2023, as amended made by Linda Brown, seconded by Fred Fontaine. The vote passed unanimously.  
(37:00 TS) motion to approve the meeting minutes of May 17, 2023, as written, made by Linda Brown, second dead by Fred Fontaine. The vote passed unanimously.

(37:30 TS) upcoming meetings: July 19, 2023, and August 16, 2023,

(39:45 TS) motion to adjourn the meeting at 4:44 PM made by Linda Brown, seconded by Bob Werme. The vote passed unanimously.

Respectfully submitted,

Stephenie Gosselin