

BUILDING FACILITIES CONSTRUCTION COMMITTEE
WEDNESDAY, JUNE 18, 2025
RESOURCE ROOM

Attendance: Chair Shirley Moczynski, vice chair Linda Brown, Ray Clontz, Carol Gogolinski, Fred Fontaine, Matt Wojcik Town Administrator

Absent: Bob Werme

Shirley Moczynski called the meeting to order at 10:02 am.

1. (1:01 TS) Reorganization
The meeting was turned over to Town Administrator Matt Wojcik and explained the reorganization process. Carol Gogolinski nominated Shirley Moczynski as chair of the committee and voted in favor by all members. The meeting was turned back over to Shirley Moczynski. Carol Gogolinski nominated Linda Brown for vice chair, and all members voted in favor.
2. (3:50 TS) Introduction of Community Development Director – John Charbonneau
Matt Wojcik gave a brief introduction for John Charbonneau and John Charbonneau gave the members a brief background of his experience and career history.
3. (7:00 TS) Review of RFP for 11 Gleason Court – Possible votes
Matt Wojcik went through the process of the RFP and the scoring system purpose, and he is still waiting to do the appraisal in the new fiscal year to use the FY26 budget. The committee received a letter from Rebecca Lavalley from the Historic Commission stating that she was on board with the proposal. The members and Matt Wojcik discussed the term of the proposal.
(15:45 TS) Motion to recommend the RFP proposal made by Fred Fontaine, 2nd by Linda Brown. The vote passed unanimously.
4. (16:20 TS) Highway Building Project
Fred Fontaine addressed the comment from the last meeting about there not being transparency with this project and stating that he has been involved with this from the beginning and feels that there has been complete transparency in all aspects of the project as it has moved forward in different directions. Matt Wojcik does not have any updates or changes he can offer for the public now, and he is continuing to look at options carefully and the cost of projects.
5. (19:10 TS) Administration report on projects in progress:
 - a. (19:20 TS) Status of Oil Spill – They are approaching the last round of testing, Mr. Wojcik explained how they are circulating the air for the air quality.
 - b. (21:10 TS) Green Communities – This is something the new Community Development Director is going to take over. Mr. Wojcik stated that they have done all the LED lighting conversion updates they could around town and the next to be looked into will be heating plants, air handlers, and apply for what the town is eligible for.
 - c. (26:50 TS) Municipal Fire Alarm (#2019-03)
This project is on hold until the fire sprinklers are installed in the building. Mr. Wojcik updated the progress on the Depot Street project, as after this project is complete that is when the building will be able to get the sprinklers installed.
 - d. (32:10 TS) Fire Station Upgrade/HVAC (Generator/Electrical)
Mr. Wojcik has requested the drawings and bid package from MacRitchie because he would like to go back to bid on this project. He stated that they are currently doing a walk through for the roofing contractors that are looking to bid and that it will close in about 10 days. Mr.

Wojcik believes that the funds set aside for the project at town meeting are still sufficient to pay for the project.

e. (33:10 TS) Vacant Buildings in Town

Matt Wojcik discussed the 11 Arnold property that the town has insurance on and feels they need to be aggressive with this property. The successful bidder put in a bid for \$111k and explained what the hold up and issues were with the neighbor and the sale of this property. The other buildings are the old VFW and the little brown house and Mr. Wojcik has rectified the buildings that did not have liability insurance. They discussed the decision-making process for the funding and the score of what building is taken care of when and in what order for the Capital Committee. Carol Gogolinski suggested that they should recommend this to be taken down due to the asbestos and the difficulty of getting rid of this. Matt Wojcik replied that Representative McKenna got an earmark in the budget for \$20k to deal with the asbestos in the little brown house, and then he suggested that after the asbestos is taken care of to have the highway department go and demolish the building.

(47:35 TS) Motion to recommend to the Capital Committee to prioritize the removal of the little brown house, made by Fred Fontaine, 2nd by Carol Gogolinski. The vote passed unanimously.

(50:00 TS) Motion to direct Matt Wojcik, Town Administrator to forward a copy of the minutes of this meeting after they are approved to the Capital Committee, made by Linda Brown, 2nd by Fred Fontaine. The vote passed unanimously.

f. (50:20 TS) Library, Board of Trustees

There are no new updates for this from the Library Director.

(51:10 TS) Matt Wojcik updated the committee on the Municipal building's generator and stated they are not sure what happened to it, and some theories are that either the building was struck by lightning, or some other form of surge made its way through the buildings data cables. He stated what they lost along with the generator and that some things will be covered but some things will not be. They are in the process of figuring out if it will be covered and fixing the generator.

6. (57:20 TS) Meeting Minutes: May 21, 2025 – Possible votes

(59:30 TS) Motion to approve the meeting minutes of May 21, 2025, as presented, made by Linda Brown, 2nd by Ray Clontz. The vote passed unanimously.

Upcoming Meetings: July 16, 2025 & August 20, 2025 – Possible votes

7. (1:00:00 TS) Open session for topics not reasonably anticipated 48 hours in advance of the meeting.

Ray Clontz stated that this is the last meeting as his appointment has ended and he chose not to be reappointed.

(1:05:15 TS) Motion to adjourn the meeting at 11:07 am, made by Linda Brown, 2nd by Fred Fontaine. The vote passed unanimously.

Respectfully submitted,

Stephenie Gosselin