

BUILDING FACILITIES COMMITTEE  
WEDNESDAY, AUGUST 20, 2025  
RESOURCE ROOM

Attendance: Chair Shirley Mosczynski, Vice Chair Linda Brown, Carol Gogolinski, Fred Fontaine, Bob Werme, John Charbonneau Community Development Director, Matt Wojcik Town Administrator

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

BUSINESS:

1. (0:50 TS) Highway Building Project  
The Select Board has made their decision, the town is withdrawing that offer to its owner due to the dam, and they are looking at town existing properties. The BOS authorized Matt Wojcik to spend a small sum of money on a title attorney so he can clarify the status of the easement across the town's property on Main and explained the reason and why there is some confusion on whether the easement is extinguished.
2. (8:55 TS) Administration report on projects in progress:
  - A. (9:10 TS) STATUS OF OIL SPILL – the last sample done was on June 12th, Mr. Wojcik has not heard back on the results of the sample, they just need one more clean sample, and the DEP case will be closed.
  - B. (11:00 TS) GREEN COMMUNITIES – They have not received a project closeout correspondence yet.
  - C. (11:50 TS) MUNICIPAL FIRE ALARM – This is still on hold and Matt Wojcik stated that it is a conversation for the Capital Committee. This project ties to the sprinkler system, the fire alarm and the sprinkler system have to "talk" to each other. They need to get a commercial plumber to get the water to the municipal building. Matt Wojcik briefly explained what the steps in this project are and where they are at with the sprinkler system and the fire alarm projects. There is quite a bit of work to be done in the building before there is an update on this project.  
Matt Wojcik stated that the committee should put on their agenda the management of the storage area upstairs on the second floor and the construction of a climate-controlled document archive in what is the old gymnasium locker room. They discussed scheduling a walk through the municipal building second floor and proposed storage area the locker room off the gym at their next meeting. They briefly discussed the idea of solar on the roof of the municipal building. Matt Wojcik
  - D. (29:00 TS) FIRE STATION UPGRADE/HVAC (Generator/Electrical) – Mr. Wojcik updated on the progress of the fire station upgrade and the roof if first and he let out the contract, and they wanted to make sure there was a workmanship warranty on the installation of the roof. There were 8 very competitive bids, and they went with one of the high bids because they were the only one that was able to offer the town a 10-year workmanship warranty. This work should be done in the next month, and the bid they accepted was around \$56k, which is still under budget. Once the roof is done then they will move on to the rest of the upgrades to the building.

E. (32:45 TS) VACANT BUILDINGS IN TOWN

- a. 5 Cottage St – Old Fire Station – Matt Wojcik has it on Adam Furno's list to take care of when he has the time.
- b. 104 Main St – Old Buckeye Pipeline – Matt Wojcik is going to bundle the old buckeye pipeline property, the red building (brown house) and 103 Shore Rd (which is subject to a court finding) into a demolition contract, special article request at fall town meeting
- c. 19 Main St – Red Building (brown house)
- d. 21 Main St – Center School/Old VFW – It is his intention to salvage the building and make it useful for the town. They are going to add the old grammar school back on the agenda to keep knowledge of the progress of the project.

F. (46:55 TS) LIBRARY – BOARD OF TRUSTEES – Matt Wojcik stated that this has gone to the Master Plan Committee and the recommendation for the Master Plan is that it will be the more modest package of renovations to achieve ADA compliance. The members decided to leave this on the agenda to hear from the Board of Trustees what their next steps are when they are ready.

**(54: 40 TS) MINUTES:** June 18, 2025 – Possible Votes

(56:15 TS) Motion to approve the June 18, 2025, meeting minutes as amended, made by Linda Brown, 2<sup>nd</sup> by Fred Fontaine. The vote passed unanimously.

**UPCOMING /MEETINGS:** September 17, 2025 & October 15, 2025– Possible Votes

(57:00 TS) Open Session for Topics not reasonably anticipated 48 Hours in advance of meeting. There was discussion about the use of less paper.

(58:35 TS) Motion to adjourn the meeting at 11:02 am, made by Linda Brown, 2<sup>nd</sup> by Fred Fontaine. The vote passed unanimously.

Respectfully submitted,

Stephenie Gosselin