

**BUILDING FACILITIES CONSTRUCTION COMMITTEE MEETING  
WEDNESDAY September 17, 2025 at 10:00 AM  
RESOURCE ROOM**

APPROVED 11/18/2025

**Attendance: Chair Shirley Mosczynski, Carol Gogolinski, Fred Fontaine, Bob Werme,  
John Charbonneau Town Planner**

**Absent: Vice chair Linda Brown (Excused)**

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

**BUSINESS:**

**1. (1:00 TS) Future use of Town Hall 2<sup>nd</sup> Floor & Site Walk**

John Charbonneau gave a quick update that Gustafson has completed the process of tying in the water line and separating between the commercial and the sprinklers, the work has been done to sprinkle the second floor for when it is ready. The members went up to the second floor to do a site walk room by room. This floor is where a lot of the file storage is, and John Charbonneau stated that they are looking into having a company come in and digitize the paper documents so they can petition to have some documents destroyed. They went down to the gymnasium.

(14:45 TS) The team returned to the resource room.

**2. (15:30 TS) Future use of document storage area (former locker room) & Site Walk**

They are going to reschedule the proposed document storage area to the November agenda.

**3. (16:30 TS) Administration report on projects in progress:**

**A. 11 GLEASON COURT (Old Grammar School)**  
Nothing new for an update.

**B. HIGHWAY BUILDING PROJECT**

There is an executive session planned for later in the meeting. They have what they think is a good plan that has been publicly discussed and vetted.

**C. STATUS OF OIL SPILL**  
No update.

**D. GREEN COMMUNITIES**

The town has some LED light bulbs and fixtures that were supposed to be used for the Post Office because they were not needed as the Post Office did the lights themselves. John Charbonneau has met with Adam Furno and the company helping them and they are in the process of identifying potential uses for them in other municipal buildings like the library or other buildings. The grant funding for LED lighting was going to expire at the end of 2025 but has been extended to 2026. Once the lights are used, they may be able to apply for a grant to do LED lighting in other municipal buildings that were not part of this previous round. If they have not reached \$750k then they will be eligible for \$200k in the next round if they have they will be eligible for \$100k.

**E. MUNICIPAL FIRE ALARM**  
No update.

F. FIRE STATION UPGRADE/HVAC (Generator/Electrical)

Deputy Fire Chief Kelly Manning is in the process of coordinating and finalizing quotes with this project, so this is progressing.

G. LIBRARY – BOARD OF TRUSTEES

No update.

H. VACANT BUILDINGS IN TOWN

- a. 5 Cottage St – Old Fire Station – Fred Fontaine would like to make a suggestion that the board send a letter to the Select Board that there be action taken on this building to get it buttoned up. They will make the vote at the next meeting to have the letter written.
- b. 104 Main St – Old Buckeye Pipeline
- c. 19 Main St – Brown Building
- d. 21 Main St – Center School/Old VFW

I. DEMOLITION OF VACANT BUILDINGS

- a. 103 Shore Road
- b. 104 Main Street – Old Buckeye Pipeline
- c. 19 Main Street – Brown Building

(28:50 TS) EXECUTIVE SESSION: Discussion of Interest in Real Properties

They discussed this matter and Shirley stated that Matt Wojcik suggested Carol Gogolinski bring this before the Select Board. Apparently, Carol Gogolinski was on the BOS agenda at their meeting last night and she was unaware of that. They discussed the matter of going into executive session to discuss this.

(35:50 TS) MINUTES: July 16, 2025 – Possible Votes

(37:40 TS) Motion to approve the meeting minutes for July 16, 2025, as written, made by Bob Werme, 2<sup>nd</sup> by Carol Gogolinski. The vote passed unanimously.

(38:20 TS) Motion to go into executive session to discuss interest in real properties and to reconvene in open session for adjournment made by Carol Gogolinski, 2<sup>nd</sup> by Fred Fontain. The vote passed unanimously.

UPCOMING /MEETINGS: October 15, 2025 & November 19, 2025 – Possible Votes

Respectfully submitted,

Stephenie Gosselin