

BUILDING FACILITIES CONSTRUCTION COMMITTEE MINUTES
Wednesday, December 17, 2025

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

1. **Attendance: Chair Shirley Moczynski, vice chair Linda Brown, Carol Gogolinski, Fred Fontaine, Bob Werme, Matt Wojcik Town Administrator, John Charbonneau Town Planner**

2. **(0:40 TS) Potential Committee Member – John Bagaglio – Possible Votes**

John Bagaglio joined the table and gave a background, he is the director of facilities for the Massachusetts Army National Guard and a recently retired member of the Guard, etc. Matt Wojcik discussed the towns need for a facilities manager or an OPM (Owner's Project Manager), and Mr. Bagaglio is more than happy to discuss the needs of the town where he can help. They discussed the need for additional help on the Conservation Committee and Mr. Bagaglio also has extensive experience and qualifications in that department as well.

(19:00 TS) Motion to recommend to the Select Board that John Bagaglio be appointed to the Building Facilities Construction Committee, made by Linda Brown, 2nd by Carol Gogolinski. The vote passed unanimously.

3. **(20:15 TS) Future use of document storage area (former locker room) & Site Walk – Discussion**

Matt Wojcik updated that the contracts were let and the electrical work is being done hook up the heat pump for climate control and when that work is done the demolition will be done internally. They discussed what will be going into the renovated storage space

4. **(25:05 TS) Administration report on projects in progress:**

- A. **(25:25 TS) 11 GLEASON COURT (Old Grammar School)– update**

Matt Wojcik is rewriting the RFP with a target to get it out after the holidays with the Select Boards feedback. He discussed the option of having no additions versus allowing additions to the building for specifically an elevator.

- B. **(29:15 TS) HIGHWAY BUILDING PROJECT – update**

They are working with Weston and Sampson for conceptual elevation, Mr. Wojcik stated that it makes sense to discuss the Fire Station upgrade with this item. They have transferred the drawings from MacRitchie over to Weston and Sampson and asked Weston and Sampson to value engineer the proposal. Matt Wojcik would like to rebid this project in January.

- C. **(36:10 TS) STATUS OF OIL SPILL – update**

Matt Wojcik updated that they passed the last vapor test and the paperwork to close this out has been prepared and submitted. Mr. Wojcik discussed the class action lawsuit against Peterson Oil from another town which was the town's delivery service at the time of the oil spill and explained why the Town of Douglas did not do their own lawsuit back when the spill happened. They discussed what the town will be pursuing in this matter, which is the cost of the replacement of the equipment that was damaged in the process, which is \$390k.

D. (45:15 TS) GREEN COMMUNITIES - update

John Charbonneau updated that they just paid the final invoice to Inovis for their light work at the Middle School over the summer. Mr. Charbonneau will be meeting with Adam Furno and Tony Parente from Inovis as to what the town will be applying for at the next grant round in June 2026.

E. (46:00 TS) MUNICIPAL FIRE ALARM - update

NONE.

F. (46:05 TS) FIRE STATION UPGRADE/HVAC (Generator/Electrical) - update

They have the full plan set and will be working on the heating plan and pricing that out properly and value engineer it and additional work they might see if BVT can do for them.

G. (47:40 TS) LIBRARY – BOARD OF TRUSTEES – update

Matt Wojcik stated that they have done an amazing job raising money and are close to be able to do a project. Mr. Wojcik spoke with the Library Director and discussed the problem they are running into with the heat pumps that the contractor cannot find the part they need to fix them. Mr. Wojcik stated that they may have to put the contractor on notice that if they cannot get the part the town will find the part for them.

H. (1:01:40 TS) VACANT BUILDINGS IN TOWN

a. 5 Cottage St – Old Fire Station

Repairs have been made.

b. 104 Main St – Old Buckeye Pipeline

There has not been a lot of progress with this, there is still a conversation as to whether it is worth saving and in Mr. Wojcik's opinion it is not worth saving at this point.

c. 19 Main St – Brown Building

There is asbestos involved in this building so Mr. Wojcik is going to go to a statewide contract as to not have to go through bidding, with plans to post in January and schedule the project for some time after March.

d. 21 Main St – Center School/Old VFW

There was a break in but there is nothing in the building to take at this point.

I. DEMOLITION OF VACANT BUILDINGS

- a. **103 Shore Road – this property is not a public building and subject to litigation.**
- b. **104 Main Street – Old Buckeye Pipeline**
- c. **19 Main Street – Brown Building**

(1:14:25 TS) MINUTES: November 19, 2025 – Possible Votes

(1:15:10 TS) Motion to approve the November 19, 2025, meeting minutes as written, made by Linda Brown, 2nd by Bob Werme. The vote passed unanimously.

UPCOMING /MEETINGS: January 21, 2026 & February 18, 2026– Possible Votes

(1:15:45 TS) Motion to adjourn the meeting at 11:18 am, made by Linda Brown, 2nd by Carol Gogolinski. The vote passed unanimously.

Respectfully submitted,

Stephenie Gosselin