

Buildings & Facilities Advisory Committee Meeting

April 19, 2022

DRAFT MINUTES

Present: David Cook (Chair), Thomas Betteridge (Vice Chair), Glenn Dugas, Chris Andrews (Building and Facilities Manager), Bruce Marshall (Select Board rep), Jessica Dunbar (Energy Committee Chair), Angela Brennan (Select Board rep alternate)

Chair David Cook called the meeting to order at 6:00pm.

The committee reviewed the minutes from the March 15, 2022 meeting. An edit to the minutes was suggested by Chris Andrews, in the section on the Heritage Commission, remove the cost of the ADA bathroom in the lower level of the Municipal Building as the cost is not yet known.

Glenn Dugas made a motion to approve the March 15, 2022 minutes as amended, seconded by Vice Chair Thomas Betteridge and unanimously approved by committee.

Chris Andrews provided status updates on town buildings and facilities:

- Municipal building – Demolition plans are being developed for the relocation of the Community Development offices from downstairs to upstairs. The existing tile flooring is asbestos, and pricing is being requested to put in for next year's budget to address this.
- Hanson Storage building – There had been a suggestion by CIP to buy materials ourselves to reduce costs so quotes are being requested of suppliers for lumber, asphalt shingles, and vinyl siding.
- Public Safety Center -- A letter was sent to the builder regarding deficiencies and the builder has 60 days from the date of the letter to respond with a proposal to address deficiencies. "As build" plans are inaccurate for the plumbing. Today, Bow Plumbing and Heating accessed the problematic plumbing lines with a camera and they will be working on a quote to address multiple issues discovered.
- A fence company came out to look at putting in an automatic gate at the Public Safety Center to address concerns about inappropriate public access.

Glenn Dugas expressed concerns about the School Board pulling out of this committee.

Chair David Cook confirmed that this committee was created to be a collaborative effort among the town and school to evaluate buildings and assist with developing plans for CIP.

Selectman Marshall plans to add this concern to a future Select Board meeting agenda for discussion.

Glenn Dugas departed the meeting at 6:45pm.

Discussion continued about the benefits of having coordination between town and school on projects as well as having experience and expertise from this volunteer committee to help develop guidance for a school CIP.

Selectwoman Brennan expressed an interest in reaching out to the School Board to see if they would be open to returning to the committee as cooperation between the town and school would benefit the community.

New business-

The generator has been ordered but there are delays and the estimated timeline on fulfillment suggests it may be available in November 2022.

Chris Andrews was approached by the Bow Rotary Club about donating a pavilion to Hanson Park. There will be a meeting on site Thursday, April 21, 2022, to discuss possible locations and plans.

Bow Bog Meeting House Carriage Shed – Selectman Marshall has been working on drafting a plan for the Heritage Commission Carriage Shed that could include sewer, water, and electric.

The Energy Committee is meeting Wednesday, April 20, 2022. Energy Committee Chair Jessica Dunbar explained that the committee is in the process of gathering information and will update as things progress.

There was a motion to adjourn by Selectman Marshall, seconded by Vice Chair Thomas Betteridge, which the committee unanimously approved and the meeting was adjourned at 7:32pm.

The next meeting is May 17, 2022 at 6:00pm at the Bow Municipal Building.