

Buildings & Facilities Advisory Committee Meeting

November 15, 2022

DRAFT MINUTES

Present: David Cook (Chair), Thomas Betteridge (Vice Chair), Chris Andrews (Building and Facilities Manager), Angela Brennan (Select Board rep alternate), Jennifer Strong-Rain (School Board rep), Jessica Dunbar (Energy committee)

Chair David Cook called the meeting to order at 6: 15 pm.

Acceptance of the minutes: Motion by Jennifer Strong-Rain to approve the minutes from August 23. Thomas Betteridge Second motion. Unanimously approved

New business-

Committee Organization Discussion:

1. Secretary needs to be selected.
 - a. Thomas Betteridge volunteered to be the secretary.
 - b. The group unanimously approved Thomas Betteridge as the secretary.
2. Agendas are needed for each meeting and need to be published before the meeting.
3. Meeting minutes need to be sent to Tonia Lindquist in a timely manner, both draft and approved.

Update on the Safety Center Deficiencies:

The code officials local and state visited the building to assist in identifying issues with the installation of various items.

1. The unit heaters in apparatus bays will need modifications to meet code requirements. Uninsulated flue was used in the attic space causing condensation issues in the flue pipes.
2. Trench drains in the apparatus bays were installed without a water seal trap (p-trap).
3. Parking lot drainage issues have been discussed with Audley. Audley is working with the town to fix the paving/parking lot issues.
4. Women's locker room issue is being evaluated.
5. The Heating system in some spaces on the fire department side will not maintain set temperature on cold days.

Municipal Building update:

1. Renovation of Municipal building is scheduled to start in December. Morin Contracting is performing the renovation work.
 - a. Scope was reduced with a revised layout of the planning and zoning area. The amount of files that will be stored in the space has been reduced. The reduction of storage has reduced the amount of required structural reinforcement.

Town Budget

1. There has a 40% increase in energy costs, which is reflected in the new budget.
2. New line item \$20,000 for water testing and treatment.
3. Work has been done to keep the overall cost increases down.

4. Fire alarm system for the old town hall a new building related item costing \$16,000.

Town Center

1. The group has been meeting twice a month.
2. They are working on a plan for the town center and are working on ideas to for the betterment of the area around the community building.

Energy Conservation Committee

1. Select Board approved looking into town properties that can have solar added.
 - a. The old landfill is being evaluated for solar installations.
 - i. They are obtaining bids on solar for that location.
 - b. They are also looking at other options for the town for solar.
 - c. Possibly look at solar on the elementary school
 - i. Jennifer Strong-Rain suggested adding the solar discussion to the December or January school board meeting agenda. There is an educational portion of each school board meeting and the solar piece could fit there.
 1. Jessica will contact Duane Ford and Dean Cascadden about being added to the agenda.

Hanson Park

1. Cold storage building construction is starting soon. Concrete may be going down next week with the framing crew starting the following week.
 - a. By mid-December the building should be completed.
 - b. Budget line item for next year is a 7,000 for electrical work.

CIP

1. Carriage shed CIP budget is set at \$25,000 with the date of 2026 or 2027.
2. Municipal Building Phase 2: \$150,000 to finish the basement renovation (the server room to the 1-hour fire rating and new vault) and remove the asbestos under the carpeted floors within the building.

Schools

1. The Elementary school proposal for renovations and an addition is now moving forward again. Costs are higher than 2 years ago, but the need is still there for the project.
2. School board is working on their own CIP committee to help with the ongoing expenses and future costs.

Next meeting is January 17, 2023. The meeting may need to be scheduled at the old town hall.

Old business-

None.

Next meeting

January 17, 2023. The meeting may need to be scheduled at the old town hall.

There was a motion to adjourn by Jennifer Strong-Rain seconded by Vice Chair Thomas Betteridge, which the committee unanimously approved, and the meeting was adjourned at 7:27 pm.