



Town of Carlisle

MASSACHUSETTS 01741

MUNICIPAL FACILITIES COMMITTEE

Minutes

Zoom Meeting

Thursday, April 6, 2023 9:00 a.m.

Members Present

Jerry Lerman, *Chair*, Bill Risso, *Vice Chair*, Carrie Patel, *School Committee Member*, Steve Hinton, Travis Snell, *Select Board member*

Staff Present

Ryan McLane, *Town Administrator*, Jennine Blum, *Administrative Assistant*

Others Present

Cynthia Sorn, *Reporter*, *Carlisle Mosquito*

9:01 a.m. Jerry Lerman called the meeting to order.

Minutes Approval

Steve Hinton moved motion to approve the March 2 and 16, 2023 minutes.

Bill Risso seconded the motion.

All in favor (5 to 0).

Library Interior Renovation Project

The renovation plans will address the change in usage patterns in recent years – less demand for physical materials; greater demand for digital format; and greater need for meeting, working, and gathering spaces. Included in this project is a more appealing space for tweens/teens, an open floor plan to allow for greater flexibility in space use going forward, and improved visibility for librarians. The current first floor stairway will be removed to reduce noise and open up the space. Accessibility will be improved including two ADA-compliant restrooms.

Funding. \$400,000 from the GPL endowment and trust funds. \$400,000 from CPA funds. Seeking \$200,000 from the Mass Cultural Facilities Fund. The total estimated cost is \$2.3 million.

Construction timeline. Construction can likely start in late FY2024 after funding has been secured.

Library renovation leadership. The MFC requested that an MFC member be included on the project's Building Committee. GPL Trustees hope that an MFC member will take on the lead role as Project Manager.

Library shingle samples. Historical Commission Chair Chip Dewing and member Sara Cassidy Smith will arrange a time to meet with the MFC to look at the new roof shingle samples.

Wood windows. A new quote for painting wood windows is much less than the previous quote (\$68,000) for full restoration, which is not necessary given the work done ten years ago. It will be determined whether the quote was at prevailing wage or not. Marth Feeney-Patten was unable to

identify the specific paint color for the wood windows but is fairly certain it is one of the charcoal colors from the Benjamin Moore Historical Collection.

Schwartz/Silver Mechanical Room Expansion Plans

Mechanical room expansion drawings are nearly complete. Bill had some comments that have been forwarded to Schwartz/Silver. Once the comments are incorporated and the amended drawings are received, the project will be put out to bid.

Facilities Managers Report Review – given verbally by Ryan McLane

School Report (notes from Stephen Connearney)

- 50% of the Corey side of campus outdoor lighting is now operable with help from Steve Bastek. Further work is needed. One of the streetlight poles might need to be pulled to access the underground wires.
- Dave Flannery, former CPS Facilities Manager, provided information about prior wiring locations. Driveway lights from the tennis courts to the generator haven't been working since the solar arrays were installed.
- Spaulding Building elevator was scheduled for inspection yesterday. Report forthcoming.
- Continued electrical work with Steve B. focused on the lighting at the Robbins, Corey and Spaulding buildings, as well as emergency lighting at the school and Wastewater Treatment Plant (WWTP) facility area.
- Sprinkler repair was scheduled for 8 a.m. yesterday. Report forthcoming.
- WWTP alarm reporting network has been upgraded from 3G to 4G so reports will be sent out daily, which will add to our reporting capabilities.
- 14 CM (Corrective Maintenance) orders completed from 3/27/23 to 4/3/23.

Town Report

- Police station ramp work has begun. Steve B. is monitoring progress. No completion date yet.
- One designer came through with a DPW sprinkler system estimate. Hoping there will be others for the MFC to review at next meeting.
- All contracts have been signed with the House Doctors designers except for one.
- A quick investigation of the Town Hall RTU and roof has been proposed by Gale Associates to provide more insight for the next steps and setting priorities. Expected cost is around \$5,000. MFC supports the study to get more accurate information.

School RTU Replacement

As discussed in the March 2nd MFC meeting, Bill Risso recommended that a feasibility study be done to include an energy recovery system rather than just doing a one-for-one replacement of the RTU at the WWTP. This is an opportunity for the town to save a large amount of money and save a very significant amount of energy.

Bill indicated that the issue is with the poor and very inefficient ventilation of the building. The system blows 9,000 CFM (cubic feet per minute) of flame exhaust into the building and blows out 9,000 CFM out to ventilate the space anytime the heat is on. Bill reminded the attendees that if only the RTU is replaced it will last for 20 years and the issues created by the inefficient ventilation will persist.

It was agreed that this is an important project to discuss and prioritize although concerns about funding were expressed. MFC funds cannot be used for school projects at this point in time. Perhaps ARPA funds could be used for this project. Ryan suggested that the MFC meet with Jim O'Shea and the School Committee to get agreement on what should be done and get a quote.

At a minimum, it was suggested that a hatch with stairs or a ladder be installed in the WWTP for safe access to the RTU, which requires frequent maintenance. Currently, a ladder must be used outside to access the roof which is particularly hazardous when there is snow and/or ice.

DPW and Town Hall March 30 Visit

Members found the site visit very valuable and now have a clearer understanding of the challenges and issues related to the various projects discussed. Travis Snell asked if adding another prefab trailer (with a built-in sprinkler) for sleeping quarters and using the existing trailer for office space and breakroom (with kitchen, no sprinkler required) would be more cost efficient. This would also free up the office space in the DPW building for other purposes such as an even larger repair bay or storage. Travis asked Julie Mercier, Town Planner, to determine if there was room for another trailer at the site.

Bill Risso and Carrie Patel suggested exploring a mobile RV that could be used solely for sleeping. Carrie further explained that there are RVs that are bunk houses for commercial use. They provide individual rooms and one bathroom. RVs typically don't require a sprinkler system, but Bill/Jerry will check with the Fire Department about this. A mobile bunk house RV could be moved on the site depending on the weather/season.

Members felt these ideas were worth exploring with the DPW staff.

Other business

Bog House. The Bog House will be discussed at the Select Board meeting on Tuesday, April 11th. Jerry will be attending and invited other members to attend as well. Jerry will post this event as an MFC public meeting to avoid issues with having a quorum and violating OML.

Library BMS invoice. The setup of the library BMS hasn't yet been completed and it was decided that 20% of the invoice no. 4812 would be held back until the job has been completed. Jennine Blum, Administrative Assistant, spoke with Charlie Ehl, Energy Efficiency Specialist, Guardian Energy Management Solutions, regarding this matter.

Zoom meetings. The State has extended authorization for virtual public meetings through March 31, 2025.

Community Input

- John Lavery contributed to the discussion about the DPW site visit and projects.

Next Meetings

- **Tuesday, April 11, 2023**, 7:00 p.m., Select Board meeting, Clark Room, Town Hall
Topic: Bog House
- **Thursday, April 20, 2023**, 7:00 p.m. (regular meeting)

Adjournment at 10:08 a.m.

Travis Snell moved the motion to adjourn the meeting at 10:08 a.m.

Carrie Patel seconded.

All in favor (5 to 0).

Documents Submitted

- Schwartz/Silver Architects, Gleason Public Library Mechanical Room Modifications, drawings received April 19, 2023.