

Town of Carlisle
Municipal Facilities Committee
Minutes
Virtual meeting
January 13, 2022 at 8:00AM

In attendance: Steve Hinton, Christine Lear, Jerry Lerman, Carrie Patel, Kate Reid

Guests: Steve Bastek (Town Facility Manager), John Fisher (Police Chief), John Lavery (at 8:15), Cynthia Sorn (Carlisle Mosquito)

1. Meeting called to order at 8:01am.

2. Steve Hinton made a motion to approve the minutes of December 23, 2021 and January 6, 2022 , Kate Reid seconded the motion. All in favor

3. Library

a) RTU – additional information from Guardian

Jerry Lerman has not heard from Guardian concerning the Johnson Controls system. We do not need to generate bid documents for this project per the recommendation of town counsel. Guardian would like to get the order going. Kate Read said that we should get the RTU ordered and then work to determine the right control system. Guardian is a preferred contractor. Kate Reid made a motion that we move forward with the Guardian bid contingent on advice and approval of the Town Administrator, Tim Goddard. Steven Hinton seconded the motion. This means that Tim Goddard will confirm that we do not need to get three bids. All in favor, roll call vote Hinton - aye, Lear - aye, Lerman - aye, Patel - aye, Reid - aye

4. DPW

a) Trailer status: sprinklers, use classification, certificate of occupancy

Sprinkler system: Tony Geanesis suggested using an air propelled or antifreeze propelled since the tank will be outside in the barn. There will be a trade-off on insulating the pipe or additional equipment in the barn. Kate Reid asked about the state rep's comment that the bids seem high. She may not realize that we need to only accept bids at prevailing wage. We still need to ask for a third bid. Jerry Lerman asked if putting the tank in the barn would change the quote. Connecting it to the trailer/water source was not in the quote either. Jerry Lerman said we should get quotes on the air and antifreeze systems as well. He is also still trying to get some time with DPW Superintendent Gary Davis to talk and walk through the plan options.

Kate Reid asked how we are going to determine the best tank size; 100 or 400 gallons. Meridian said the tank need only be 150 gallons, but needed to understand the full scope of the project to confirm that. Probably best to go with the larger tank size. Metro Swift suggested a 300 or 400 gallon tank. We also need a fire engineer approval.

Carrie Patel added that her research came up showing that a residence of 2000 square feet, and the necessary sprinklers, would only need a tank of 300 gallons. Which may be why the trailer only needs a tank of 150 gallons as it is under 1000 square feet. John Lavery added that the quote for 400 gallons is to accommodate the flow of 10 gallons per minute per sprinkler for 10 minutes. The trailer would need 320 gallons to meet this measurement. Some sprinkler heads work at 13 gallons per minute, allowing for a smaller tank, but not down to 150 gallons. In some situations the flow can be as short as 7 minutes, but it is rarely recommend.

Jerry Lerman asked if we need quotes from Meridian and Metro Swift for the alternative systems? Kate Reid concurred. We need to understand where the tank will be housed, how it will be kept from freezing,

how we get the water from the tank to the trailer, and what infrastructure we need for the tank and connections. Jerry Lerman will get this info from Meridian. John Lavery will reach out to Metro Swift to ask about the antifreeze and air propelled systems in addition to the information he has already gathered from them.

Steve Hinton noted that the connecting pipe would need to be commercially insulated and supported by lally columns on either end. John Lavery added that the pipe also may need to be wired into the alarm system.

5. Police Station - Chief Fisher said the quote to replace the lift is around \$4200, plus annual certification of \$3000. Christine Lear will contact Jim O'Shea to find out about the extra ramp at the school.

Kate Reid make a motion to approve the expense of \$4200 to repair the lift at the police station. Carrie Patel seconded the motion. All in favor, roll call vote Hinton - aye, Lear - aye, Lerman - aye, Patel - aye, Reid - aye

As painful as it is to pay for this lift, Steve Hinton clarified that the police station will always be used, in one way or another, by the town as a public building. And so access is a must.

Christine Lear reached out to the School Superintendent, Jim O'Shea, to ask if the ramp was still available for the MFC to use on the police station. Jim immediately responded to say that the ramp is behind the school and can be taken whenever the MFC would like to pick it up. Steve Hinton and Jerry Lerman will check out the ramp this week.

Steve Bastek asked if the ramp can be installed at the police station per the Historic District guidelines.

6. Bog House - John Lavery scheduled the alarm company to be at the Bog House at 1:00 today. Jerry Lerman will also be there with the caretaker.

The documents distributed about the Bog House agreements said that only the top floor was a residential space. This is not true today. Steve Hinton said that there are four levels to the building. Floors one and two (ground and first floor) were storage, third floor was residential and the attic was storage. These situations are not the same today.

The documents seemed to state that the caretaker would take care of the bog, but not the actual structure.

When the bog was purchased, the bog house was treated as a separate entity. Growing cranberries has become a less sustainable prospect from a business perspective. So the building has been prioritized over the bog since cranberries are no longer grown on the land. The caretaker is in the house to keep it from falling into disrepair. It is only heated by a pellet stove. Generally speaking the current caretaker is in place to simply maintain the building. In exchange, he and his sons are allowed to stay in the bog house. At one point the tenants (not current caretaker), were evicted and the building was vacant for two years. The current caretaker was installed and the building shored up.

Christine Lear asked why we are keeping this building as it seems to be an expense. Steve Hinton said that the building has not cost us much over 30 years. There is a new well that CPA funds paid for. There is a cesspool. Any larger renovation might require an upgrade, but it works fine.

The communication issues with the alarm system currently go to Sylvia Willard, Conservation Commissioner in Carlisle. Fire alarms go directly to the fire department. Perhaps the caretaker should receive the communications from the system rather than Sylvia Willard.

John Lavery noted that the CPA funds are tax payer funds as were the \$100K that was spent to renovate the house several years ago. The second floor - the original living floor - was not painted until the last renovation and so it does not have a base of lead paint as other floors. The third floor could be repaired.

Steve Hinton suggested that the members of the MFC visit the bog house to understand the conditions before determining anything more about the future of the bog house.

John Lavery suggested we understand the rental value of the building to appreciate the annual value of the structure for the exchange of the maintenance work to be done to keep the structure standing, and the bog maintained.

7. Continuing discussion of merging Town and School facilities management

Job description has been posted. Jerry Lerman and Bill Risso will sit on the search committee. Carrie Patel reported that a few resumes have been received.

8. Reports from facilities manager

A. Town facilities - Steve Bastek reported:

Town Hall - The water issue will be solved soon. The carpet tiles will be replaced and the threshold will be sealed. They did check the wall interiors for mold, but the water was coming in under the door or threshold.

RTU seems fine. He is checking frequently.

9. Next meeting, Wednesday, January 26, 2022 at 8:00 am.

10. Kate Reid made a motion to adjourn the meeting at 9:17, seconded by Carrie Patel. All in favor.

Submitted by Christine Lear

Approved: 01/26/22