

## Municipal Facilities Committee

Minutes of 02/12/2019 Meeting

Submitted by Steve Hinton

Attendees: Jerry Lerman, Josh Kablotsky, John Lavery, and Steve Hinton

Also present: Tom Smith (FinCom), Steve Bastek (Facility Mgr.), Rob Fortado (School FM)

The meeting was called to order at approximately 8:07 AM.

On motion by Steve / Josh, the minutes for 2/5/2019 were unanimously approved as amended.

Jerry welcomed recently hired Facility Manager, Steve Bastek, to the group.

The meeting turned to the possible need for site remediation at the fire station due to the tank removal chemical sampling. FinCom has inquired about possible remediation expenses. Those could range from a few thousand dollars for sampling to \$100K depending on the soil sampling results. B&W is scheduled to take core soil samples next week. So far approximately \$30K has been committed. The group discussed the idea of requesting the BOS with assistance from Town Council to contact our State Representative for support in seeking reimbursement from the State since the Town was faithful in filing annual compliance reports regarding the USTs at the Fire Station and never had any previous compliance problems.

Rob inquired if there were any consideration for a town-wide telephone system/upgrade? Josh indicated that there has been no action by the technology workgroup on his proposal for an \$80K/extension Wi-Fi-enabled system. Rob indicated that the School Dept was looking at a \$40K system upgrade for the school.

The final FY20 capital request to FinCom was reviewed (**see attached**).

Tom questioned whether the contingency amount in the proposed FY20 capital budget could be reduced due to Steve Bastek employment. Josh explained that the contingency amount was composed of two components – project mgmt. and ‘unknowns’. For the projects proposed, neither of these components is expected to change due to the employment of a facility manager.

Rob reported there was a left-over handicap ramp at the school which needs to be disposed either by sale or re-deployment. It might serve for the police station upgrade. Steve will observe and report back on its condition.

The group discussed scheduling of the town hall roof-top HVAC unit replacement and agreed in principal to schedule its replacement in FY21 or after.

Tom commented that at least from his perspective, the Warrant Article components seem well researched and worthy of support. If paper work is in order, FY20 proposal should be OK.

Next regular business meeting will be at 2/19/2019 at 8:00 AM.

Steve left the meeting at 9:08 AM.

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**Attachments follow:**

MFC projects for FY20			
<b>Police station</b>			
	Domestic Hot Water mixing valves	\$1,400	Improve performance and energy efficiency
		<b>Total:</b>	<b>\$1,400</b>
<b>Fire Station</b>			
	Remove underground fuel tank for generator	\$25,000	Mandated by state law
	Floor drain reconfiguration	\$20,000	Existing floor drain needs to go to a pumpable holding tank. Includes funding for possible testing and remediation if current drain goes to a dry well. This is an estimate and will be replaced by a more accurate number.
		<b>Total:</b>	<b>\$45,000</b>
<b>DPW</b>			
	Replace salt shed	\$120,000	New bow shed building with 50% more storage capacity
	Trailer for office/accessibility/break needs	\$120,000	Move user space out of barn into new accessible trailer with more space and up to safety code
	New Septic System	\$50,000	Trailer will need to hookup to septic. Old system is in failure.
		<b>Total:</b>	<b>\$290,000</b>
		<b>Total for all projects:</b>	<b>\$336,400</b>
		<b>Contingency for all projects (15%):</b>	<b>\$50,460</b>
		<b>Grand total with contingency:</b>	<b>\$386,860</b>
<b>Police Station Renovation</b>			
The following are place-holders pending the completion of the feasibility study and schematic design project which is currently underway by TBA architects. When the study is completed, these amounts will be replaced by more accurate numbers.			
	Reconfigure sally port, garage and booking area	\$207,570	Reconfigure sally port, garage and booking area to enhance safety and security
	Reconfigure public entry & secure perimeter	\$405,900	Reconfigure entry to enhance public access and officer safety
	Project Management for renovation	\$92,021	
		<b>Total for Police Station Renovation:</b>	<b>\$705,491</b>