

Town of Carlisle
Municipal Facilities Committee
Minutes

Virtual meeting
Thursday 02/24/22 at 8:00AM

In attendance: Steve Hinton, Christine Lear, Jerry Lerman, Kate Reid, Bill Risso

Absent: Carrie Patel

Guests: Steve Bastek (Town Facility Manager), Martha Feeney-Patten (Gleason Library Director) until 8:35, John Lavery, Christopher Musorofiiti (Gale Associates) until 8:35, Cynthia Sorn (Carlisle Mosquito)

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

Kate Reid made a motion to accept the minutes of February 10, 2022, seconded by Steve Hinton. All in favor, roll call vote Hinton - aye, Lear - aye, Lerman - aye, Reid - aye, Risso - aye.

2. Library

A. Roof study – 90% submittal from Gale

Jerry Lerman asked about the laydown areas for the contractors to use, one of the areas overlaps the handicap parking spots, so this area needs to be reduced by half. Chris Musorofiiti from Gale Associates said it will be changed to accommodate the handicapped spaces. Jerry Lerman also suggested that they only locate on one side of the building. Chris Musorofiiti said it was up to the contractor and that they usually give options. Jerry Lerman also noted the septic tanks should not be driven over. Chris Musorofiiti said it will not be a problem, they will use equipment that will reach over this area. Martha Feeney-Patten noted that the septic tanks are not located on the 20 year old drawings, but it should be obvious. Jerry Lerman noted that the Historic Commission may need to approve the new vent cap. Chris Musorofiiti said that the current vent cap is a custom copper cover. They could do another custom copper cap, but he feels the manufactured one will work at a much lower cost. Kate Reid believes that the Historic District may not have jurisdiction over ridge fences and vent caps. Kate Reid asked for a sample to share with the Historic District. Chris Musorofiiti will ask the manufacturer for a sample. Jerry Lerman noted that the document stated replacement of gutters and downspouts that need attention. Should we do all of them while work is being done on the roof? Chris Musorofiiti could do that but wants to know whether we want replacement or repair. Downspouts and gutters are copper. Chris Musorofiiti recommends going with replacement copper rather than copper colored aluminum. Jerry Lerman asked if they could be repaired. Chris Musorofiiti said the gutters could be repaired in place, but the downspouts are in tougher condition. If they are repaired, then the life expectancy is only about five years. Bill Risso asked if the lifetime would be longer if the current gutters are repaired. Chris Musorofiiti noted that they didn't focus carefully on gutters and downspouts. They will look. Bill Risso noted that the downspouts are split. Chris Musorofiiti doesn't feel it is something they can address. Kate Reid would like to prioritize using copper for downspouts over gutters. Chris Musorofiiti confirmed that they will look at the gutters and downspouts and repair any that need attention. Kate Reid asked about the fascia on the doghouse. Chris Musorofiiti said it could be painted (again) or aluminum. Aluminum means it wouldn't need to be painted as often and would provide a similar profile to the wood that is there now. Steve Bastek is in favor of anything that means less maintenance. Bill Risso agreed. This panel would not be visible from the street, and will look the same. The consensus of the committee is that the aluminum is the way to go. Chris Musorofiiti is looking for dates going forward. Jerry Lerman noted that the schedule depends the availability of the documents from Gale. Chris Musorofiiti said it will take a week to look at the building one more time and then they can get the drawings. Steve Hinton noted that approval from the Historic Commission may require two meetings. Next Historic

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Commission meeting is on March 21, 2022. Steve Hinton will follow up with the Historic Commission, to get on their March 21 agenda. Jerry Lerman asked about the roof top unit, we've ordered one but do not have a delivery date yet. It would be best to have the roof top unit in place before the roof is done. Delivery is anticipated in 2-3 months. Bill Risso commented that the deck will need to be patched when the exhaust fan is removed. It will have a temporary patch. Chris Musorofiiti asked for the details to confirm compatibility. Jerry Lerman will get that information for Chris Musorofiiti. Bill Risso asked if Gale has done the membrane and roof filler detail before. He is concerned about water build up. Chris Musorofiiti said Gale has used this process a lot and it works well. Chris Musorofiiti noted that the drawings are for the contractor to see the spaces, there will not be any gaps in the final work. Bill Risso stated that he believes we should not do the roof prior to the roof top unit being installed and that as a result there is no need to pressure Gale.

3. DPW

A. Trailer status: sprinklers, use classification, certificate of occupancy

Quote from Foster for the plumbing hook up is for \$4K, but it will probably be less because the tank will be closer. Bill Risso recommends at least one bollard, Steve Hinton recommends two. Still waiting for the cost of electrical hook up. Existing breaker panel is full, will need a sub panel. Steve Bastek suggested a sub panel in the parking bay. Either way it must cross a repair bay which requires meeting code requirements for safety. Bill Risso asked if a sub panel is necessary anyway, so perhaps it would be good to put in one panel in the mechanics bay. Steve Bastek said it would be a large expense to move everything to one location. And would require meeting current code. Steve Bastek said he is working with an electrician to determine the best approach. John Lavery noted that the power lines could be pulled directly from the trailer. Christine Lear suggested that we think long term and do this right rather than on the cheap. Steve Hinton suggested adding a sub-panel that would be available for future needs. Steve Bastek noted that we only have 200 amps going to the building. John Lavery thought that the existing service to the trailer would service the pump. Steve Bastek noted that this would not incorporate the needs of the pending ventilation system. Steve Hinton noted that given that the draw on the pump would only be during a fire, the single line from the trailer might suffice. The fire pump must run continuously and be ahead of the main breaker, it should not go off if the breaker is turned off. John Lavery clarified that the pump sends water to the sprinklers. He also noted that the pipe will need to be above the bay, which includes another 20' to bring the water up. This cost is not included in the quote, and will probably be another \$5-7K. Jerry Lerman clarified that the wiring needs to be determined to move forward. John Lavery noted that the DPW staff are still sleeping in the loft. They have been asked not to do this. This is a code violation. Bill Risso stated that it is the purview of this committee to alert Town Administrator Tim Goddard know that this is happening. He also suggested giving DPW Superintendent Gary Davis an alert that this is happening and we are obligated to tell the Town Administrator. Jerry Lerman will send a note to Tim Goddard and speak with Gary Davis today.

4. Discussion of submission for Annual Town Report

Comments need to be sent to Jerry Lerman today. He will send out current version today. Report due to Town Hall tomorrow.

5. Bog House maintenance issues – fire alarm system

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Jerry Lerman spoke with folks about radio box system. They will come out to meet with us and Sylvia Willard next week to develop a quote.

6. Reports from facilities manager

A. Town facilities - Steve Bastek reported:

Steve Bastek is looking into having the meters replaced on town buildings.

Gleason Library - Steve Bastek noted that the parking lot is deteriorating. Jerry Lerman suggested that this can be addressed once the heavy equipment has come and gone with the roof repairs. Kate Reid suggested that we consult with the committee developing interior renovation plans for the library since they may change the footprint of the parking lot. Christine Lear suggested we ask the question about charging stations while the pavement is removed for replacement.

Police Station & Gleason Library - Surge protector would work for the whole building. Includes cost for Eversource to come out to turn off the power. Will need to pay twice if we cannot do both buildings at the same time. They charge \$2000 each time they come out. This would mean turning off the dispatch office. Steve Bastek will look for alternatives. Police station has generator, how would surge protector interact with the generator and dispatch systems? The surge arrestor will go before the main power to protect the UPS and computers and equipment in the building. Since the project is over \$10K we need to obtain three quotes. Steve Bastek suggested that the bid is under \$10K as Eversource fees make the project over \$10K. Steve Bastek will ask Town Administrator Tim Goddard if this is the approach. It's too early to approve spending.

Steel reinforcement put in the elevator outside the police station. The door hinges are weak and so he asked for a quote to repair them. The base of the elevator is beginning to rot, and cannot be repaired. Steve Hinton suggested we act on this replacement before we need it. And that we should work with the handicapped community to help us determine what the best route would be; replace the elevator or put in a ramp. The elevator requires someone from the police station assist someone who needs access to the elevator. Bill Risso suggested Steve Bastek research some ramp companies and get a general understanding of the cost. Christine Lear will reach out to Town Administrator Tim Goddard to find out who the town consultant is for disabled access issues. Jerry Lerman asked if this will need to go through the Historic Commission. It does not as ADA trumps historic.

Town Hall - John Lavery has some boxes containing electric trains he is donating to the Town. He'd like to move them into the new storage shed. Steve Bastek will check to see if space is available.

8. Other business:

Jerry Lerman has submitted some requests for ARPA funds. He'll be meeting with the ARPA committee at 11AM on 03/07/22 to discuss them.

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There are state hearings scheduled concerning the stretch code. Anyone who wants to attend can ask Jerry Lerman for details.

9. Next meeting will be on Thursday, March 10, 2022 at 8:00 am via zoom.

10. Steve Hinton made a motion to adjourn the meeting at 9:31, seconded by Bill Risso. All in favor, roll call vote Hinton - aye, Lear - aye, Lerman - aye, Reid - aye, Risso - aye

Submitted by Christine Lear
Approved: 03/10/22