

Town of Carlisle
Municipal Facilities Committee
Minutes
Virtual meeting
March 10, 2022 at 8:00AM

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

Guests: Steve Bastek (Town Facility Manager), Steve Connearney (School Facilities Manager), Jim O'Shea (School Superintendent) until 8:09, Cynthia Sorn (Carlisle Mosquito)

1. Meeting called to order at 8:02 am.

2. Kate Reid made a motion to accept the minutes of February 24, 2022, seconded by Carrie Patel. All in favor, roll call vote Hinton - aye, Lear - aye, Lerman - aye, Patel - aye, Reid - aye, Risso - aye.

3. New Facilities Director at the school

Jim O'Shea introduced the new School Facilities Director, Steve Connearney. He comes from the senior living world and hit the deck running. Has been doing maintenance since 1988 and has had his own construction business. Excited about being in a new industry. Members of the MFC introduced themselves to Steve.

4. Library

A. RTU – status of RTU order, discussion of controller. Guardian has not provided any construction drawings that Gale could use.. Steve Bastek asked about curbing for the unit, which should be elevated 2-3 feet to prevent snow from being pulled into the unit. He hasn't seen any indication of curbing in the notes. This will impact connected utilities. Jerry Lerman believes this is already part of the quote. He will ask them just to be sure. There is a stretch code pending in December 2022 concerning electrification, and that a gas powered unit may not be permitted. Steve Hinton said that we should be grandfathered as we are so far in the process. Kate Reid agreed with Steve Hinton. Chillers may also follow this with heat pumps in the next decade to reduce use of natural gas.

B. Roof study – 90% submittal from Gale

Review document from Gale, with no corrections from the committee Jerry Lerman will tell them to proceed as planned. Kate Reid noted that the library has been reassessed to \$5M. Which impacts the renovation dollars. For buildings 12 thousand square feet and over, renovations trip sprinklers when renovating. The building is only \$11,500 square feet.

5. DPW

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

Everyone received the quote from MetroSwift for the sprinkler. The plumbing quote is \$3,900, but might be high as the piping distance has been reduced. Still waiting for the electrical quote. Metro Swift requires 230v, single phase. Steve Bastek reported that the electrician came out. MetroSwift said they cannot get a motor at 208v. So now we need a transformer at least 60 amps. This could increase costs. There isn't an off-the-shelf system. This should be designed rather than assuming a bunch of contractors can cobble this together. Bill Risso said we need a structural engineer for the supports, along with the 120v circuit and the fire alarm system. Kate Reid said we should take the time to do it right as the weather is warming and the heat is not as essential as it was three months ago. Jerry Lerman asked if anyone knows of a firm that could design this. Bill Risso suggested contacting an engineering firm. Kate Reid was impressed with the architectural firm that presented at the library, they have an

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engineering consultant that might be helpful. Jerry Lerman has the name of the library architect and will ask them for the engineering firm. Steve Hinton suggested that we need construction documents, not a design. Steve Hinton suggested that we need a design bid, not a design.

6. Surge Protector for Library and Police Station: \$11,370

Steve Bastek shared the quote. Members of the committee signaled their support for the insurance that the surge protector will provide to the equipment in the library and police station.

Motion: Kate Reid made a motion to approve spending up to \$15K for surge protectors for Gleason Library and the police station, Steve Hinton seconded the motion. All in favor, roll call vote Hinton - aye, Lear - aye, Lerman - aye, Patel - aye, Reid - aye, Risso - aye

7. Bog House

Jerry Leman is still trying to coordinate a visit to the Bog House with the alarm system company.

8. Reports from facilities manager

A. Town facilities - Steve Bastek reported:

Associated Elevators has come out to check the elevators in the police station, Gleason Library and Town Hall, and then went off to the school to check their elevator. This is a first, that the inspector came for all municipal elevators did several at once. This is something Steve Bastek and Steve Connearney should coordinate. We also need to understand the billing, to be sure that appropriate budgets are charged. Kate Reid asked if Steve Bastek received a report.

National Grid will change the meters on Gleason Library, DPW and Town Hall.

DPW -

Fire Station -

Gleason Library - passed the annual safety check yesterday. Will need to start thinking about room for a larger utility room as part of the new design. Kate Reid reviewed the proposed redesign and made some suggestion, including the utility room. Steve Bastek noted that 6-8 more feet will be needed, before PFAS filtering is considered. The room is currently not code compliant as electrical and water are in the same space. Kate Reid suggested that the MFC participate in some of the cost of redoing the utility room. Kate will share this financial news with the library. Bill Risso noted that the school has the PFAS filters are installed at the school, showing how much space is needed. Steve Bastek also reported that the parking lot will need to be redone. Jerry Lerman noted that the last estimate, prior to 2020, was over \$60K. The paving is not in the scope of the library renovation. The MFC will probably oversee the repaving once the roof and RTU are done. The inside renovation might change room sizes throughout the building, so the sensors should not be designed until the interior design is finalized. Steve Bastek has been checking for ice dams, there haven't been any.

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Highland Building - Steve Bastek unplugged the dehumidifier as it was frozen. It is now working fine. The moisture is harming the building.

Police Station - The elevator at the police station will need to be replaced soon. Steve Bastek has had a company come out to look at some options. There are permanent obstacles in the way of a ramp where the elevator is currently located. It may be possible to move some of the obstacles. The ramp may have to go across the front of the building. The police station is in the historic district, but accessibility supersedes historic regulations. This needs to be addressed for the police and any other town service that may be in this building down the road. Kate Reid suggested that we consult an architect if we cannot reasonably resolve this ourselves. Perhaps the landscaping can be moved in front of the ramp if it needs to be in front of the station.

Town Hall - DriveTech gave BCM remote access to the building management system via VPN. This was a request from the tech committee so BCM's connection would be secure.

B. School - Steve Connearney reported:

Elevator - one elevator failed inspection. He has 90 days to repair.

Alarm System - goes off frequently, will address.

9. Next meeting, March 24 at 8:00 am via zoom.

10. Steve Hinton made a motion to adjourn the meeting at 9:08, seconded by Bill Risso. All in favor, roll call vote Hinton - aye, Lear - aye, Lerman - aye, Patel - aye, Reid - aye, Risso - aye

Submitted by Christine Lear

Approved: 03/24/22