



Town of Carlisle

MASSACHUSETTS 01741

MUNICIPAL FACILITIES COMMITTEE

Minutes

Zoom Meeting

Thursday, March 30, 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*, Julie Mercier, *Town Planner*, Stephen Conneaney, *Facilities Director*, Jim Hall, *DPW Foreman*, Steve Bastek, *Facilities Manager*, Jennine Blum, *Administrative Assistant*

Others Present

Cynthia Sorn, *Reporter*, *Carlisle Mosquito*, Chris Musorofiti, *Gale Associates*, Scott Bourcier, *Gale Associates*, Stephen Zizza, *The LiRo Group*, Ken Beck, *BLW Engineers*, Christopher Garcia, *GGD Consulting Engineers*

9:00 a.m. The meeting was held at the DPW and Town Hall. Jerry Lerman called the meeting to order. This kickoff meeting gave the design engineers a sense of the work that needs to be done in town as well as a chance for all to be introduced.

DPW

Trailer. The DPW trailer has a four-bed bunk room, potential office space and a break room with a kitchen. DPW employees had planned to sleep in the trailer during winter storms but will be unable to until the sprinkler system required by the Fire Marshall is installed. This project was identified as the number one health and safety issue at the DPW and the MFC wants to see this project addressed as soon as possible.

The MFC requested a total solution that includes installing a water tank, plumbing, fire alarm and sprinklers; connecting to a water source; establishing power and connecting to a generator. The end goal is to obtain permission for DPW employees to sleep in the trailer.

The design engineers were informed that all town buildings rely on wells and septic systems.

Given the scope and expense of this project, one design engineer suggested that it would be worthwhile to have a discussion with the Fire Marshall to find out exactly what they want. It could save the town a lot of money. It was noted that there's a door and a window in the bunk area.

Building

Structural analysis. The MFC requested a structural analysis of the building be performed.

Roof . The town is interested in evaluating the cost of reinforcing the roof for the installation of solar panels. If it makes sense financially, the town would like to shift towards renewable energy.

There are leaks in various areas and the water damaged insulation and ceiling tiles are visible. The roof has been patched over the years but continues to leak. Some ceiling tiles have been replaced in the last year or two. The new roof must meet the current energy codes.

Garage floor and doors. The floor was designed to drain towards the grate. Liquid, possibly contaminated by chemicals from vehicles, is now captured in the trench beneath. When there's heavy rain, water comes in underneath the doors and also collects in the trench. When the trench is full, it's pumped out into a holding tank which is taken by Clean Harbors or Action King about four or five times per year.

Repair bay. Some of the vehicles/equipment barely fit in the repair bay. The back wall can be pushed back about four feet into the corridor to create additional space.

Service entrance. Evaluate the service entrance. Is it adequate?

Water pumps. Evaluate whether or not the water pumps are adequate for the sprinkler system and solar panels.

Heating system and controls. Evaluate the efficiency of the heating system and building insulation, and increase efficiency. It was noted that the current controls are archaic. The location of the heat thermostat and fan thermostats are separate and inconvenient – one has been placed very high, the other low. Both are high voltage and should be low voltage. The heaters have been replaced in the last 7 to 10 years. The garage and repair bay are typically heated to 55 to 60 degrees.

Ventilation. The repair bay and garage need ventilation systems which meet code.

Storage. The room on the second floor above the corridor and offices will be used for storage. The room is currently accessed by a spiral staircase.

Goals. Maintenance vs New Building. One of the design engineers asked the MFC if the work is intended to secure the building until a new energy-efficient building can be built. With a new building there are high upfront costs, but maintenance costs will be low as compared to ongoing high maintenance bills for the current building. Over time, the costs of a new building and maintaining the current building may be the same. A new building would better meet the needs of the DPW.

The MFC replied that there are no plans for a new building. With these updates and repairs, the MFC's immediate goal is to make the existing trailer and building safe, secure and OSHA compliant for employees. Longer term, the hope is that it will extend the life of the building by 20-30 years.

An MFC member asked what the cost of a new building would be compared to making the current trailer and building compliant. A design engineer reminded the MFC that it's a bit of a process. Drawings would need to be created and put out for bid before numbers could be presented to the Select Board.

Ryan stated that the MFC is responsible for coming up with creative solutions for maintenance, not to redo the DPW building. He acknowledged that the investigation might lead the new building recommendation.

Another MFC member said that if design engineers recommend razing the building and rebuilding on the current site, part of that solution should include options to enable the DPW to carry on its business during construction. The member added that it's very difficult to find available land in town.

Town Hall

Roof. Work to be done includes the installation of a new RTU, heat pumps and insulation, sealing the building, and re-shingling the roof. The building isn't tight, has no vapor barrier, has a history of ice dams and is very expensive to heat. There's been a lot of leakage in the roof and second floor ceiling.

Bathrooms. The original four bathrooms (two on each floor) need to be updated.

Exterior. There is some siding and fascia work to be done as well as some painting. There is also some damage from critters/woodpeckers that needs to be repaired. Identify potential for expansion.

BMS. Fully integrate the RTU with the BMS. Update the current BMS and get it working correctly. Some of the functionality hasn't worked since the last update two to three years ago and there have been a lot of false alarms.

Next Steps

Ryan will send out the basic schematic for the trailer, the fire protection design, and the request for the initial sprinkler solution scope.

The MFC can provide the town hall building plans and Julie Mercier will locate the DPW building plans for the design engineers.

Ryan stated that two of the design engineers said they would deliver proposals for the trailer sprinkler system in two weeks.

It will be the MFC's responsibility to tell the design engineers which project(s) to focus on next and to provide direction.

Ryan stated that the same process will be used for the school building projects.

Heald Room Meeting

Jerry emailed the Schwartz/Silver mechanical room expansion documents to members and received comments from Bill Risso. Schwartz/Silver might be invited to the next MFC meeting on April 6th.

The main topic of discussion at the April 6th meeting will be the GPL interior renovation project and how that fits in with the projects the MFC has been discussing.

Adjournment

The meeting was adjourned at approximately 10:20 a.m.