

Town of Carlisle
Municipal Facilities Committee
Minutes
Virtual meeting
August 11, 2022 at 8:00AM

In attendance: Jerry Lerman, Bill Risso, Carrie Patel, Steve Hinton, Travis Snell

Guests: Steve Bastek (Town Facility Manager), Stephen Connearney (School Facilities Manager), Sue Thomas (Sustainability Coordinator), John Fisher (Police Chief), Cynthia Sorn (Carlisle Mosquito)

1. Meeting called to order at 8:00 am.

2. Reports from facilities managers

A. Town facilities - Steve Bastek reported the following:

Gleason Library – Elevator fire switch to be installed and tested in next few weeks. Replacing lights at the library will require a bucket truck and electrician at a cost of about \$1,000. For safety, lights need to be replaced. Drains were cleaned with chemicals and air pressure. Steve is working with the architects on the library renovation project.

Bog House – the radio box was installed and tested OK. We need the fire alarm company to come out to disable the phone lines that are no longer needed. Once that is done, Verizon can disconnect the lines and stop charging for them.

Police Station - Drains were cleaned with chemicals and air pressure.

Town Hall – Fire alarm went off at Town Hall. No sound or strobes were seen. Simplex and Fire Dept were brought in to test the system. All tested properly. Still being investigated. Adjusted cooling system to perform well during heat wave,

DPW – site visit for trailer sprinkler system had no visitors. This doesn't mean that bids won't be submitted.

Brick Building – Fixed broken attic window. RecCom is going to replace windows and roof. There is an unresolved question concerning responsibility for the Brick Building. Is it the Town or the School Committee?

B. School - Stephen Conneraney reported the following:

The alternator for the generator has been removed. It will be repaired if possible or else replaced. Along with Steve Bastek, he is investigating replacement lights for the Waste Water Treatment Plant. One of the RTUs is running but no air is being circulated; the cause is being investigated. The school is getting ready for the start of classes in the Fall.

4. Committee membership

Carrie Patel has agreed to take minutes starting with our next meeting on 8/25/22

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5. Library

- A. Expansion of utility room and replacement of window fan coil units
Schwartz/Silver is working on design documents.

We are awaiting a proposal from BLW Engineering (Mike Denomme) for design of BMS system and fan coil replacement units.

6. DPW

Sprinkler system is out for bids

7. Police Station

We received 2 bids for the Police Station ramp: Kneeland Construction Corp for \$103,200 and Dagle Electrical Construction Corp for \$144,411. The contractor with the lower bid submitted only one copy even though the bidding instructions requested 3 copies. Though this is a technical violation of the bidding rules, Town Counsel advised us that the number of bid copies is a local requirement, not a statutory requirement, and we would be OK accepting it. If the other bidder filed an objection, it would have to be decided by the State Attorney General's office. Town Counsel says that they usually make a decision within a few weeks and the any appeal is likely to be rejected. On that basis, the MFC voted to accept the lowest bid from Kneeland (Lerman - aye, Patel - aye, Hinton - aye, Snell – aye, Risso - abstained). The Town Administrator will notify the winning bidder.

8. Bog House maintenance issues – fire alarm system.

The radio box has been installed at the Bog House and has been successfully tested by the Fire Dept. To complete the project, the company responsible for the alarm panel (Jaysonics) must come out to disconnect the phone line dialer. Once that is done, the 2 telephone lines can be canceled.

9. Travis Snell reported that the Select Board is reviewing their goals for the coming year. A recording secretary for the MFC and an office for the Town Facilities Manager (Steve Bastek) will be among the items discussed.

10. Next meeting will be on August 25, 2022 at 8:00 am

11. The meeting was unanimously adjourned at 9:00am

Submitted by Jerome Lerman

Approved: 08/25/22