July 29, 2015 Meeting Notes

Present: S Mirick, C Conway, L Drexhage, L Deblois, B Mellor

Minutes approved (strike “fire” from Beth’s section referencing police/fire as I haven’t met with the fire dept as yet)

Roof consultant scheduled for 2nd week of August, discussed light dept boom truck ok to use, check liability, need cert of insurance with town listed as additional insured. Need to confirm date/time, light dept will provide operator. Board of Selectmen (BOS) agreed to fund and receptive to roof and masonry repair estimate. $1600 fee for report doesn’t include bid specs for repair, does include review, report, meet with Facilities Building Committee (beneficial). Need scope of work and spec written for 1st section (E elevation). Two numbers presented ($38,000 vs $48,000) possible initial cost of repair N corner / E elevation, E wall from either 2nd or 3rd window jam. Both costs include chimney to eave, salvage brick and re-erect in kind with stone band and bluestone cap -- can subtract). Balance of work would fall to architect w/rest of masonry renovation restoration? 100% N elevation + 10% remaining elevations need cut and repoint, repair front (monument stone and brick except NW corner. NW corner needs structural engineer involved, might double the numbers. If nothing is done to retain the exterior veneer, in a year or two it could collapse. Give BOS a total package of recommendations exterior/interior/etc and emergency repair/restoration/ renovation. Bagg Hall should be the priority. Need $ estimate for windows, leave doors for renovation. Minimum to preserve building $38-48,000 estimated for emergency repair of roof and masonry. Expanded estimate $120-130,000 – included as restoration? Significant heat loss, window, lack of insulation, roof, noted spending the $150K could cause more problems this winter than just $50,000 for masonry/roof, chimney cap.

CC -- Boiler vented to inward face of chimney only. Bad way to vent, masonry heats/cools, in winter freezes/melts damaging brick. No flu tile, just raw brick. Correct approach would be to elbow with draft inducer to push exhaust to top of chimney. Currently does not meet code. Taking chimney down will open code issues. Will need double wall stainless steel flu to top of chimney with stainless steel cap or bluestone cap. Chimney to code could add $3-4,000, discuss further at restoration.

BOD, no service contracts with heating systems. Asked for list of potential vendors. Building committee recommendation is multiyear with single versatile company that can handle multiple system types. Come up with specs for service contract, get copy of existing systems then find 6-7 vendors working up a spreadsheet of what they can/can’t do for comparison. Need 24-7 response, need to evaluate systems. Should we include highway dept? What do they currently have? CC will stop by and talk to Glenn. Noted service contract should be a town budget item, get more with multiple buildings. Compare with Holden, Dennis Lipka?

Noted, submit information to TA and let them advertise RFP on Building Committee recommendations. Noted, hold punch list for next meeting.

Discussed library heating systems: System 1 = forced hot air, duct work relatively new, furnace is old, has been serviced, noted fire box with blower pushing air. System 2 = forced hot water, old boiler, glycol used in the system (not recommended). A service provider could make recommendations. Currently one system with 12 zones, a sophisticate Honeywell (2002) control system which is not working, not used. Power to box and terminals but doesn’t “light up”. Currently system is sufficient size because of 12 zones. Noted space heaters, currently used, can mess with system. Recommended that Library wait on evaluation until service provide / service contract in place.

Discussed town only buying fuel during heating systems and leaving tank empty in off season. Bad for system to leave tank empty. Coordinate purchase of town fuel across all highway/heating/diesel/gas/etc rather than heating fuel from individual budgets and sources.

Noted BOS was surprised alarms were not monitored in buildings. Library is paying alarm company for security only.

David Oles looked at all buildings and supplied tentative costs, will have summary by the end of the week. Some grant money may be available. Approx costs are $3000 ea Library, Annex, Public Safety, $15,000 Bagg Hall, $28,000 Princeton Center Bldg. (Possible creative financing, prioritize, payment plan, 3 yr vs dep + balance.) Verify includes a service contract or set up and call as needed and/or is there a monthly fee for monitor/dispatch? Currently pay dispatch anyway. Would Holden dispatch handle calls? Noted all wireless now, better than cell phone. Discuss various alarms, sewerage, sump pump, etc. Get more info from Oles re mo. fee, additional charges, service plans. Question does light dept and highway dept currently use Holden dispatch?

The committee prioritized the following:

1. Alarm systems for all town buildings ($50,000, research possible grants)
2. 3-year service contract for all town buildings (locate service providers, write specs for TA)
3. Bagg Hall preservation (emergency repair of roof, masonry, etc)
4. Space needs, assess needs of town hall and all town offices
5. Master plan of town hall area, what buildings to keep, how best to utilize (could Princeton center building be used for town services? Schedule tour of Princeton center building)
6. Master plan (#5) will lead to renovation of Princeton Center and Bagg Hall (and annex) if buildings are to be utilized. Renovation of either building would relocate users, need some level of renovation to accommodate users. Noted 25% rule, over 25% renovation must bring entire building up to code (look back 3 years)
7. Bagg Hall restoration
8. Public safety building
9. Library
10. Station 2
11. Annex (renovate or remove)