

Minutes of Capital Planning Committee Meeting

Thursday, February 25, 2016, 7:30 p.m. Town Building

Members present: Steve Jelinek, Chair, Ross Perry, Dave Arsenault, Jim Salvie

1. Minutes of January 28, 2016

The Committee reviewed the draft of the minutes of the January 28, 2016 meeting. After discussion there were no corrections. Mr. Perry moved to approve the minutes as drafted, Mr. Arsenault seconded, and all voted in favor.

2. Meeting with Randall Library.

Melissa Fournier, director of the Randall Library, met with the Committee along with Craig Martin, Building Inspector. Ms. Fournier described a proposed \$12,000 project to replace sinks, including faucets, and countertops in all four bathrooms in the library. The sinks are damaged from iron and manganese over the years. The best guess is that the sinks and faucets may be original to the building (all are in the 1977 extension). This work is not duplicative of the project being funded by the Community Preservation Committee to rehabilitate the “old” part of the library. Upon questioning, Ms. Fournier and Mr. Martin made clear that the damage was due to contamination, not a lack of “elbow grease” over the years. After renovation, the sinks will be ADA compliant.

Mr. Martin gave a brief update on library HVAC issues and their upgrade, which will be accomplished at the same time as the renovations to the “old” part of the library. He also gave a brief report on his intention to upgrade the library lights using funds from the Green Communities Act and/or Hudson Light and Power.

The Committee thanked Ms. Fournier for the information.

3. Meeting with the Building Inspector.

Mr. Martin will request \$15,000 at the spring ATM for a new external electrical “plug in” panel for Town Building, to be used to plug in the emergency generator during snow emergencies. Presently, cables must be connected by hand from the generator in the parking lot to the existing plug in box on the north side of the building, an operation that is exhausting and extremely difficult in very deep snow. An emergency generator has been rented and hooked up to Town Building only five times in the past several years, primarily when deep snow and difficult travel conditions are expected to last a while, but this investment will make the process more manageable and move the plug in box closer to the main electrical panel. Mr.

Martin will put bollards around the new panel to prevent it from being damaged by snow plows.

Upon questioning by Mr. Perry, Mr. Martin reported on the status of the old highway barn on Crescent Street, the status of which depends on ongoing discussions concerning the use of existing town buildings after the Fire Department moves and other office moves at Town Building. Much depends on what happens with the Cemetery Commission's proposal for a new building.

Mr. Martin discussed his proposal for next year to replace the sprinkler system in the Town Building, which has sprung two pinhole leaks in the middle of pipe recently, and is showing signs of age.

The Committee thanked Mr. Martin for his time.

4. The Committee met with GH Gledhill, Cemetery Superintendent, and Mr. Banks, Mr. Dudley, and Mr. Kunst of the Cemetery Commission, regarding their proposal at spring ATM for \$50,000 in design funds for a new cemetery department building at the Brookside Cemetery. The estimated cost of construction of the estimated 70 x 70 building is approximately \$1 million.

Mr. Gledhill said that there is a need for equipment storage, which is most of the proposed space, office space and a "break room," a reception area to meet those interested in purchasing lots, bathrooms, and a workshop. The Commissioners expressed frustration with the public procurement process and the cost of public construction. The Committee noted that the proposed cost was consistent with a \$200 per square foot cost. Mr. Gledhill described the current conditions, with equipment scattered in various locations and outside, no bathrooms. It was noted that, with the proposed moves at Town Building, office space for the Cemetery department would likely become available, but Mr. Gledhill and the Commissioners expressed a preference for all their operation to be at one location. It was noted that they will have to be prepared to address the logical question about why the vacated fire station could not be used to store equipment. Since they were unclear on the procurement process, they were urged to speak with the Town Administrator. They reiterated their desire to keep the \$50,000 design proposal on the spring ATM warrant.

Mr. Gledhill noted that the hydroseeding project reflected on his capital plan is off.

There being no further business, Mr. Arsenault moved to adjourn at 9:10 p.m., Mr. Perry seconded, and all voted in favor.

James Salvie, Clerk