

## Minutes of the June 3, 2013 Building and Needs Assessment Committee Meeting

Meeting began at 7pm.

Present: Sean Donoghue, Pete Williams, Hugh Guilderson, Harry Terkanian, Tim King, Mark Vincent

### Item 1. Update on the elementary school re-roofing project by HST.

MSBA visited WES on March 15 with Tim King. The roofs in question are the gymnasium roof and the adjoining classroom wing. 37% of project cost could be reimbursed.

MSBA selects designer. We may not know if MSBA will be involved until July.

HST is interested in the possibility of installing solar panels on the new roofs.

Committee members Williams and Guilderson said solar panels are appropriate for metal roofs but not shingles- too many potential leaks.

Guilderson expressed concern that the quality of Chinese solar panels, a significant portion of the US market, is a recognized industry problem. TOW will need to ensure that any panels on WES are U.S. made by a U.S. firm.

### Item 2. Baker Field bathrooms.

Tim King is working on scope of services for the designer.

Discussion of coordination and sequencing of tennis courts and bathrooms project – which should happen first, whether drainage of tennis courts could affect bathrooms (plumbing will be below grade).

Pete Williams raised the possibility that, given the high water table at the site, a pump may be required in the basement to protect the plumbing system. Sean Donoghue said buildings on similar sites, in Boston for example, have below grade pumping systems.

PW also asked where any water entering the basement could be pumped. Is it to be treated as grey water or waste water?

HST reminded committee members that the Selectmen's designer selection policy makes BNAC part of the designer selection committee responsible for making recommendations to Selectmen. He asked the committee what they thought about the use of project managers when the law does not require their use. Donoghue, speaking from experience, said it is very important for municipalities to have someone on the job who has the authority to say no. That person will be able to save the town much money and trouble. Guilderson said without such a person it will be difficult to avoid paying for designers' errors and omissions.

On a motion by Guilderson, the committee voted to recommend the Board of Selectmen adopt a policy that will provide a consistent process for the budgeting, awarding, and management of building projects.

### Item 3. Implementation of Building Assessment/Maintenance Policy

HST discussed possible uses of the old COA building – records storage, office space.

Mark Vincent said the town needs an annex. It also needs a facilities person to do the routine small maintenance and repair chores the DPW used to perform when there was a person/position dedicated to the completion of those tasks.

Discussion of the Shellfish Department building- Guilderson said when BNAC discussed the marina area buildings last, they learned that the assessed value of the building, and current state codes for buildings in the coastal flood plain meant repairs were not a possibility.

Discussion of the Police Station- all agreed this is a major challenge. It is not known if a new building on the existing foundation is feasible or less costly than a major renovation of the existing building. Tim King said the probable first step would be an architectural assessment. In either case, rehab or new building, Guilderson said the key to the budget, and to a building that works well for the department, is a detailed, thorough building program that is developed by the police department.

Meeting adjourned at 8:30 with agreement to continue discussions of all items.