

1 **FACILITIES & HIGHWAY COMMITTEE**
2 **Minutes for November 4, 2020**

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4 Beth Boudreau, Selectman Rep.
5 Tim Colby, Selectman Rep. (absent)
6 Betsy Colburn, Chair
7 Jon Boudreau, Vice Chair
8 Betty Smith
9 Bob Strobel
10 Ginger Dole, Secretary
11 Chris Brown, Public Works Foreman

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13 Betsy opened the meeting at 7:00 pm with a roll call. The committee reviewed the minutes of
14 10/28/20. Minor adjustments including page and line numbers were made.

15 **Motion:** *Betty Smith made the motion to accept the minutes as amended. Jon Boudreau*
16 *seconded the motion. Motion approved 6-0.*

17 **FACILITIES:**

18 Library and Community Center painting: Chris provided information on painting estimate for
19 the Library. He has one verbal estimate from Snediker for approximately \$8,500. This includes
20 pressure washing the entire building then painting. The estimate also recommended re-glazing
21 all windows, which is included in this estimate. Chris and the rest of the committee agreed that
22 it would be wise to do everything at once.

23 Chris informed the committee he would be getting a second estimate for the Library on
24 Wednesday, 11/4/20. Discussion continued on repainting the Community Center. He does not
25 have any formal estimate at this time, but feels the entire building can be repainted for
26 approximately \$6,000.

27 The Library's request for new internal doors was discussed. Betsy informed the committee of a
28 conversation she had with Chief Drolet. He felt there was a misunderstanding in some way
29 regarding the effectiveness of the proposed new doors in the event of an active shooter. He
30 did not recommend the replacement. Additionally, it was reported that Steve Bailey and TA
31 John Scruton also did not recommend this replacement. Discussion continued.

32 **Motion:** *Jon Boudreau made the motion to **NOT** recommend the replacement of the interior*
33 *doors at the Library. Bob Strobel seconded the motion. Vote 6-0. **Not Recommended.***

34 Bob also strongly recommended that Active Shooter training be pursued by Library staff, and
35 that Chief Drolet would be a resource.

36 Exterior Ramps Estimate - Betsy reported that during her conversation with Chief Drolet that he
37 was not requesting any funds to repair the PD steps. He has repaired them, and they are safe
38 now. He does not want to spend any additional money on the building.

39 Handicap ramp for Town Hall front doors. Currently, there is an ADA accessible entrance to
40 the building. The Selectmen opened the hall to meetings with specific rules due to COVID,
41 which included a one way traffic pattern – enter thru the main lobby ADA accessible doors, and
42 exit the hall thru the front doors. Thus, the question – do we need a handicap ramp for the
43 front doors?

44 Discussion included possible designs, as well as what changes can be made to a Historical
45 Building. Ginger reminded the committee that the “one-way” rule is due to COVID, and COVID
46 won’t be here forever. After further discussion, it was agreed that Chris would meet with the
47 Building Inspector to review possibilities, as well as the historical building aspect and ADA
48 requirements. Ginger offered to attend their meeting as well.

49 Town Hall Extension - At the last meeting, it was noted that the extension part of the building
50 need the trim painted, and repairs to some siding. The exit stairs from the present TA’s office
51 also need replacement. Chris stated that he can take care of the trim and siding repairs.

52 Discussion turned to the current balance in the *Facilities Committee Expendable Trust* account.
53 After expenditures from the account this year including \$17,000 for new HVAC unit at the
54 Library, the current balance is approximately \$48,000. A possible additional expense for a PD
55 generator of \$10,000 will reduce the available funds to \$38,000.

56 Betty updated the committee that the furnace situation is still an issue, as the installed unit is
57 one zone for the entire building, and needs to be multi-zone. It appears the unit was installed
58 as ordered, and as per original request. The furnace can be modified to multi-zone for an
59 additional cost. Discussion continued. The point was also raised that the installer of the
60 furnace just installed would likely need to be the company to modify to multi-zone, so as to not
61 void any warranty. Chris will contact them for the new estimate.

62 Discussion continued regarding the amount needed for the warrant article. Estimating \$8,500
63 for Library paint and windows; \$6,000 for Community Center paint; and \$10,000 to update
64 Library furnace – total of \$24,500. All agreed that we don’t want to deplete the account, as any
65 other repairs needed during the year must come out of this fund. We are also mindful of the
66 current economy, therefore, recommending a lower amount than the customary \$25,000.

67 **Motion:** *Ginger Dole made the motion to recommend \$15,000 for the Facilities Committee*
68 *Expendable Trust warrant article. Jon Boudreau seconded the motion.*
69 **Vote 6-0 Recommended.**

70 Community Building (Center School) – The committee discussed last year’s warrant article to
71 raise money to repair the Center School for use for additional Recreation programs. The
72 previous estimate did not include the necessary foundation repairs, therefore the repair costs
73 would be much higher than last year. It was noted that if this committee wanted to proceed
74 with this article, due to the current time crunch, the original estimator would need to revise his
75 estimate to include repairing deficiencies not previously addressed, as well as getting a second
76 estimate, all within the next few days. Betsy also informed the committee that Joanne Bailey is
77 still working toward having the building designated as Historical. Beth expressed concern that if
78 repairs aren’t done, it will get to the point that we lose the building entirely.

79 **Motion:** Jon Boudreau made the motion to **NOT** recommend a warrant article for Center School
80 repairs. Ginger Dole seconded the motion. Vote 6-0 **Not Recommended.**

81 As related to above motion, it was agreed that we would keep this on our radar and look at it
82 again in the spring.

83

84 **HIGHWAY:**

85 Road Construction/resurfacing/paving and ditching

86 At our last meeting we agreed to have Chris get an estimate for applying a top coat to Jenness
87 Pond Road, hoping to get a few more years before needing to completely rebuild it. Betsy
88 related her conversation with TA John Scruton spending money to repair a road that needs to
89 be completely rebuilt.

90 Chris informed us that he and a state highway engineer did a test area, and discovered it had
91 been overlaid at least 4 times, and has no real base. They agreed this should have been done
92 years ago. The cost could be similar to Ridge Rd and Sherburne Hill.

93 Discussion moved to what roads Chris was considering for work next year. The shortest and
94 most serious issue is Bigelow Road. Harmony Hill Road is also very bad, and has three culverts
95 that need replacing very soon. Chris thinks Bigelow would be in the area of \$100,000, and he
96 will be meeting with R&D Construction tomorrow and will get an updated estimate for Bigelow
97 Road. There are also 2 culverts on Old Turnpike Road which need replacement. After
98 continued discussion, the following motion was made with the amount subject to amendment
99 by the Selectmen based on the R&D estimate.

100 **Motion:** Jon Boudreau made the motion to recommend \$150,000 for the Road
101 Construction/resurfacing/paving and ditching warrant article. Ginger Dole seconded the
102 motion. Vote 6-0 **Recommended.**

103 **OTHER:**

104 Ginger Dole asked about snow plowing this winter, specifically, how many employees do we
105 have, how many trucks and the size, and how many contractors are we planning on using.

106 Discussion continued comparing last year to the coming season and how the units would be
107 used. When asked, Chris confirmed that all contractors are now or will be working under
108 written contracts and will include Certificates of Insurance on file.

109 The committee agreed that future meetings will be held on the first Wednesday of each month,
110 and the Center is scheduled for this committee on both the first and last Wednesday of the
111 month. The next meeting will be 12/2/20 at 7: pm.

112 **Motion:** *Jon Boudreau made the motion to adjourn at 8:40 pm. Ginger Dole seconded the*
113 *motion. Vote 6-0.*

114

115 Respectfully Submitted,

116

117 Ginger Dole, Recording Secretary

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DRAFT