

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  
12

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

118

DRAFT