

Building and Facilities Committee

Minutes of 1-14-21; Zoom

Members Present: Bowers, Sherman, Bianchi, Beasley, Cross; Absent: Cardillo, Hogle, Cannon

The meeting was called to order at 6:30 p.m. The roll was called, and each member present stated that no one else was in the room with that member.

1. Approval of Minutes

The minutes of the previous meeting of January 7, 2021, were reviewed by the Committee and were then approved unanimously.

2. Reports

Rec Dept.: Rip Cross reported that North Branch will have an estimate of the proposed work at the SAU building by the next meeting on January 21, 2021.

Academy Building Subcommittee: Peter Bianchi reported on the activities of the Subcommittee. Discussion included the issue of storage, including records storage. The Committee requested that the Chair follow up with the Selectmen as to the status of the Committee's recommendation in its Preliminary Report that the Town adopt and carry out a records retention policy. This is an issue that should be addressed as the Committee sorts through the priorities of department needs, wherein storage of records is a common theme.

Fiscal Policy Panel: Peter Bianchi reported on the activities of the Fiscal Policy Panel. There were questions related to the Fiscal Panel recommendation to create a Capital Improvement Program Committee. It was decided to make this an item on the Agenda for January 21, 2021.

Whipple Subcommittee: Phil Sherman reported on the activities of the Subcommittee. He has received a proposal from Dennis Mires, Architects, which he reviewed with the Committee. It proposes three phases, with the first analyzing who will likely utilize Whipple Hall for activities, what that will entail, and what steps should be taken to meet those needs. This phase has a contract cost of \$3,000. Phases 2 and 3 will follow, relating to the carrying out of actions determined during Phase 1.

It was moved, seconded, and unanimously

VOTED: That the Subcommittee Chair present to the Selectmen the contract proposal submitted by Dennis Mires, Architects, with the recommendation of the Committee that it be signed and the fee of \$3,000 paid.

3. *Old Business*

The Chair noted that the analysis of the Police Station needs and the separate analysis of the Whipple Hall needs should be separated into distinct subcommittees. He therefore is retroactively creating a “Whipple Hall Subcommittee” as of December 3, 2020, and assigns to it the same members who are on the Police Station Subcommittee – Phil Sherman, Rip Cross, and Colin Beasley.

The Committee approved the language of the Committee Report to be in the 2020 Town Report; and the language of the Memorandum to Selectmen that there is no need for the Committee to appear before the Selectmen as to the sprinkler system at Tracy Memorial Library.

There was discussion on next steps with the Police Department, and Chief Cobb’s request to consider the Stahlman building as an alternative proposal to meet the needs of the P.D. The Committee requested that the Chair follow up with Chief Cobb as to her presentation of that proposal to the Committee. The Committee inquired of Phil whether the Police Station Subcommittee had met with Chief Cobb regarding the safety and security issues she had raised with the Selectmen at their meeting on December 14, 2020. He responded that they had not yet met on these issues, and that he would contact her to do so.

4. *Discussion of Priorities re buildings/facilities*

Postponed to the next meeting, January 21, 2021.

5. *Other items to come before the Committee*

None.

6. *Action Items*

- A. Chair to follow up with the Selectmen as to the status of the Committee’s recommendation in its Preliminary Report that the Town adopt and carry out a records retention policy.
- B. Phil Sherman, as Chair of the Whipple Hall Subcommittee to present to the Selectmen the contract proposal submitted by Dennis Mires,

Architects, with the recommendation of the Committee that it be signed and the fee of \$3,000 paid.

- C. Chair to contact Chief Cobb regarding her request to consider the Stahlman building as an alternative proposal to meet the needs of the P.D., and determine from her the status of her review and a date when she can meet with the Committee.
- D. Phil Sherman, as Chair of the Police Station Subcommittee to contact Chief Cobb to set up a time for her to present to that Subcommittee her statement of safety and security needs, as requested of her by the Selectmen at its meeting on December 14, 2020.
- E. Phil Sherman to prepare and forward to the Chair for distribution a modified spread sheet with the notations discussed by the Committee at its meeting on January 7, 2021.

The next meeting is by Zoom, on Thursday, January 21, at 6:30 p.m.

The meeting adjourned by unanimous consent at 7:44 p.m.

Respectfully submitted,

Robert Bowers, Chair