

Building and Facilities Committee
Record of 11-18-21; Syd Crook Rom, Academy Building

Members Present: Beasley, Cardillo, Hogle, Bowers, Sherman, Cannon;

Absent: Cross

Also in attendance: Bill Helm

The meeting was called to order at 6:00 p.m.

1. Approval of Minutes

The record of the previous meeting of October 20, 2021, were reviewed by the Committee and were then approved unanimously.

2. Reports

Whipple Hall Subcommittee: Phil Sherman reported that he met with Kim Hallquist, Bob Harrington, the electrician, and the sound system contractor; and that Dennis Mires is preparing a list of tasks to be pursued. The wiring will not be visible from the main seating area, the size of the monitors in the back of the hall is being reviewed, and the project is moving forward, with equipment delivery expected in January.

Facilities Management: Pete Hogle reported that VHB Engineering from Manchester will be visiting the transfer station in the near future to assess what is needed and will then do a cost analysis. Members of the Committee are welcome to attend. He also reported that Phil Sherman had put together a first draft of an initial proposal as to what needs to be accomplished in a facilities management program. Bob Harrington is reviewing that and will get back to Peter when he has done so.

Academy Building Subcommittee: Joe Cardillo reported that the Subcommittee will be presenting to the full Committee proposals on possible solutions to issues that have been raised regarding use of the Academy Building.

3. Old Business

Police station:

Site review subcommittee. The Chair noted that the Selectmen had voted to appoint this Committee as a site review committee to assess locations for a possible relocated police station. There followed discussion about the charge to this Committee and what the task and role would be, and whether the full Committee or a subcommittee should perform that function. It was concluded that a subcommittee is the preferred course for proceeding. There was then discussion of what should be included in that review. It was discussed that the subcommittee should establish and define the needs for a structure and the site requirements for parking and related matters; should review Town owned property, properties currently listed for sale, and properties which might be good locations that may not currently be for sale, but which could be pursued with discussions with the owner, as appropriate. It was suggested that the Subcommittee should wean the possibilities down to three to five

acceptable sites and report to the full Committee on its conclusions. There was discussion about whether the costs associated with any site should be determined by the Subcommittee, but it was concluded that it should not – the Subcommittee should determine sites that are appropriate and any costs associated with full development should be separately addressed. The Chair then appointed Joe Cardillo, Peter Hogle and Bob Bowers to be representatives of this Committee on the Police Station Site Review Subcommittee; will contact Kim Hallquist, Administrator, to ask Police Chief Cobb and an officer to be named by Chief Cobb to be members of the Subcommittee; and will contact Paul Gorman, Planning Board Chair, to ask that he appoint a member of the Planning Board to be a member of the Subcommittee.

The Chair noted that Kim Hallquist had notified him that Chief Cobb had scheduling issues but could meet either Monday, November 29, 2021, or Tuesday, November 30. He will notify the members of the Subcommittee and set up a noticed meeting for one of those two dates.

4. *Other items to come before the Committee.*

None..

5. *Action Items*

(from 4-1-21; 4-15-21; 5-20-21)

- A. Pete Hogle to (1) continue discussions with Bob Harrington regarding the needs and solutions related to the DPW/transfer station, and to gather the relevant information and facts for future discussions with Mr. Harrington and the Committee; (2) continue discussions with Bob Harrington, Mike Williams, and Phil Sherman to analyze facilities management issues; and (3) meet with Bob Harrington to review possible changes at the transfer station to accommodate current needs. **Ongoing.**
- B. Phil Sherman to draft an outline document to establish the major points of the O&M system as part of the Facilities Management investigations. **Done.**

11-18-21

- A. Chair to inform the Selectmen of the conclusions of the Committee as to the task and role of the Subcommittee for their information and for any modifications or input they may have.
- B. Chair to set up date and time for the Police Station Site Review Subcommittee to meet.

The next meeting will be Thursday, December 16, 2021 at 6:00 p.m., in the Syd Crook Room of the Academy Building.

The meeting adjourned by unanimous consent at 7:10 p.m.

Respectfully submitted,
Colin Beasley, Chair