

Building and Facilities Committee

Minutes of 2-25-21; Zoom

Members Present: Bowers, Sherman, Beasley, Cross, Hogle, Bianchi;

Absent: Cardillo, Cannon

Others present: none

The meeting was called to order at 6:32 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 February 18, 2021, were reviewed by the Committee and were then approved unanimously.

*2. Reports*

Whipple Subcommittee: Mr. Sherman reported that the Subcommittee met with Dennis Mires regarding acoustics and window treatments, and hopes to sort out at its next meeting the details of what needs to be done this coming summer.

Baker Building/P.D. safety and security: No report.

Police Station Subcommittee: Mr. Sherman reported that the Subcommittee met and discussed solutions to the Baker building issues and possible changes to the floor plan draft. They will meet Monday with Chief Cobb's further input regarding the list of needs and possible solutions and hope to have a Report for the full Committee as a result of that meeting.

Academy Building Subcommittee: No report.

Transfer Station land: No report

DPW: Mr. Hogle reported that he has spoken with Bob Harrington on several issues. With regard to Chief Lyon's inquiry regarding reporting building issues and concerns, Bob Harrington suggested that all such reporting be made to him, and he will determine how to proceed. Bob also feels there is no space available on the DPW site to house the carpentry shop, though he suggested the possibility of the Town putting up a partially heated four-bay garage structure on the sewer plant site for the carpentry shop, storage of the sewer pump, storage needs for the Town, and perhaps other purposes. With regard to facilities management, Bob currently has a software program in use for other purposes which he believes may work well for facilities management and will be testing it

out to see if it is of value. The DPW is currently wrestling with problems with its furnace, which is 16-17 years old, and trying to determine if it is repairable or if a new furnace will be needed. As for the land the Town is looking at for possible purchase, abutting the DPW site, the wetlands study has been completed, but Peter has not heard back from Kim Hallquist in response to his inquiry regarding the status of the investigation of its viability for Town use.

### 3. *Old Business*

#### a. Discussion of charter and purposes

The draft proposal for a charter was discussed. Peter Bianchi stated that he did not believe a charter was necessary or advisable, and that the Selectmen's charge to the Committee was adequately stated in Section 2) a), without the need for the following inclusion of items i) – v). He felt that the charter as presented went beyond the Committee's role, and that it was the Selectmen's prerogative to decide what should be done, if anything. Phil Sherman stated that a charter would be helpful not only to guide the Committee but also would provide residents information on the role of the Committee and how it functions. Colin Beasley noted that having a charter would be consistent with this Committee's suggestions to the Selectmen related to the Panel on Fiscal Policy's recommendation to the Selectmen to create a new, CIP Committee that, if such a committee were formed, it should have a charter and clear definition of its purposes and procedures.

After further discussion, Phil Sherman made a motion, which was seconded and voted by roll call vote, with five in favor and Peter Bianchi opposed, to: Submit the draft proposal to the Selectmen as a suggestion for their review and discussion.

#### b. Discussion of priorities

Colin Beasley discussed his work on creating a priorities report for the Committee's review and discussion. He hopes to have a draft proposal for the next meeting, on March 4, 2021. His intention is to have a framework to discuss and gather input and suggestions from the Committee before presenting a working document to discuss at a subsequent meeting. Phil Sherman suggested that the priorities report consists of most of the assessment that was requested by the selectmen almost two years ago, and we should make this the final report

on that request. If we haven't finished the analysis, we aren't yet ready to draw conclusions. That analysis should be completed first, in that the priorities and timeline are essentially the conclusions based on the analysis. Colin stated that that was partly true, and the proposal he plans to bring to the Committee would present that analysis in large part, where the information to date allows, but that there remain some questions and issues that the Committee has not fully developed which will need more attention.

4. *Other items to come before the Committee*

None.

5. *Action Items*

*Previous (from 1-21-28)*

A. Colin Beasley to prepare a draft statement of the priorities discussions so far, for the Committee meeting on February 18, 2021. **Reported on February 25, 2021; continuation on March 4, 2021.**

*New*

A. The Chair to prepare a memo to the Selectmen regarding the suggested charter, for review by the Committee.

The next meeting is by Zoom, on Thursday, March 4, 2021 at 6:30 p.m.

The meeting adjourned by unanimous consent at 7:38 p.m.

Respectfully submitted,

Robert Bowers, Chair