

Building and Facilities Committee
Minutes of 8-12-21; Whipple Hall

Members Present: Beasley, Cardillo, Hoglund, Bianchi, Cannon Bowers, Sherman;

Absent: Cross

The meeting was called to order at 6:30 p.m.

1. Approval of Minutes

The minutes of the previous meeting of July 29, 2021, were reviewed by the Committee and were then approved unanimously.

2. Reports

Whipple Hall Subcommittee: Phil Sherman reported that he had received a proposal from Mires, Architect, within the range of the contract, and the Subcommittee would proceed as discussed at the Selectmen's meeting on August 2, 2021. He has discussed with Jim Perkins, Archivist, steps which could be taken to see what could be done and see how it works, and, then determine if changes were appropriate after testing. Jim stated he would talk to Kim, and when Phil followed up with Kim by email she reported that "they were on the same page." He is not sure what this means, and, with the Committee's support, he will invite Jim and Kim to a Subcommittee meeting to establish a collaborative solution to what is agreed to and what may require further discussion.

Phil also spoke with Jamie Hess, Chair, Energy Committee, requesting input from the Energy Committee about air conditioning at Whipple Hall. They also discussed whether all the work at Whipple Hall should be accomplished as one package to include those issues the Energy Committee's saw as needs that should be addressed. Jamie will contact that Committee to have a meeting to discuss this issue. Phil will follow up with Jamie, and suggest a joint meeting with both Committees, or members of the Energy Committee joining in discussions with the BFC.

3. Old Business

Peter Bianchi reported that he had received a message from Paul Gorman, Chair, Planning Board, about an upcoming meeting of the CIP Subcommittee, but that Paul had sent it to an email address Peter does not use, and he was unaware of the meeting until Kim contacted him to see if he would be attending. Unfortunately, by the time he learned of it, he had other commitments and could not attend. He believes it was intended as

mainly an organizational meeting and has had his email address corrected for future notifications.

The Chair opened discussion related to Attachment A of the Investment Report. He has added draft language specifying what was agreed to at the Selectmen's meeting on August 2, 2021, and proposes sending this to the Selectmen, as he indicated he would do at that meeting. He has also added a column identifying who will be responsible for the related actions as to each issue, and the expected completion date for each. He proposed to ask the Selectmen at their meeting on August 16, 2021, to make a formal decision as to each item. Phill Sherman suggested that each item have its own assigned number so that if items are moved from one category to another they can be more easily tracked. The Chair will do so.

The Chair then reported on the continuing discussions with Nancy Rollins, Selectman, and Paul Gorman, Chair, Planning Board, related to the upcoming public forums on Town priorities. Meetings are now scheduled for Saturday, October 23, 2021, from 7:30 – 9:30 a.m.; and on Monday, October 25, 2021, at times to be determined later. The forums will discuss the Master Plan, the BFC Investment Report items (other than those in Priorities A and B agreed to be pursued by the Selectmen separate from the items for discussion at the forums), and some, as yet undefined, discussion of the CIP.

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

None.

5. *Action Items*

(from 4-1-21)

- A. Peter Hogleund to discuss with Bob Harrington his thoughts on 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. **Ongoing.**

(4-15-21)

- B. Peter Hogleund to confer with Bob Harrington, Mike Williams, and Phil Sherman to establish meetings and discussions to analyze facilities software issues. **Ongoing.**

(5-20-21)

- C. Peter Hoglund to meet with Bob Harrington, John Manaras, and Bob Brown to review possible changes at the transfer station to accommodate current needs. **Ongoing.**

(present)

- D. The Chair to forward to the Selectmen the statement of actions related to Attachment A of the BFC Investment Report.
- E. Phil Sherman will contact Jim Perkins and Kim Hallquist to meet with the Whipple Hall Subcommittee related to Whipple Hall improvements.
- F. Phil Sherman will follow up with Jamie Hess regarding a joint effort of the BFC and the Energy Committee to define what additional work should be pursued at Whipple Hall and a process for doing the work required.

The next meeting will be Thursday, September 2, 2021, at 6:30 p.m., in the Syd Crook Room of the Academy Building.

The meeting adjourned by unanimous consent at 8:08 p.m.

Respectfully submitted,
Colin Beasley, Chair