

Municipal Facilities Committee

Minutes of 1/7/2020 Meeting

Submitted by John Lavery

MFC Attendees: Jerry Lerman, Kate Reid, John Lavery, Scott Simpson, Christine Lear

Also present: Bill Risso (PD Proj Mgr), Steve Bastek (town facility manager), Rob Fortado (school facility manager)

The meeting began at approximately 8:06 AM in the Heald Room at Town Hall.

Kate moved and the minutes of 12/19/2019 were so approved as amended. Approved 5 - 0.

Mr. Bastek presented a facilities report, touching on various items under his purview. Highlights and commentary as follows:

Highland Building: To Mr. Bastek's surprise, he learned the Highland building was within his remit when a fire alarm went off over the holidays and was unable to be reset by the FD. Strobes were visible to people driving by causing some concern. One of the smoke detectors had malfunctioned. After considerable research, Mr. Bastek was able to locate a smoke detector of the correct model (no longer in manufacture) squirrelled away by the previous fire chief. He installed and cleared the panel.

Mr. Bastek also noticed that the heat in the building was not on, possibly aggravating the smoke detectors which are temperature dependent. Through considerable effort and initiative he was able to replace the battery powered Thermostat with a old school mercury thermostat and get the system up and running. It was agreed Tim should be notified of the failure and asked to keep an eye on the gas bills which will be an indicator the building is heated. (pun intended)

Mr. Bastek also noted the PA system (part of the Fire Alarm system) was not working as it does not have a battery backup. He will speak with Chief Sorrows about this as well as the need for fire extinguishers in an uninhabited building as the existing ones are expired.

The future of the Highland Building was briefly discussed. The committee quickly veered away from this topic, noting the FD, COA, and the school are currently using the building as storage, and the MFC is satisfied to maintain as is - leaving any larger reprogramming up to the BOS and Master Planning Committee.

All three storage tenants, the COA, FD, and School will be asked to advise MFC if they notice any issues going forward.

Library: New carpeting is being installed. The roof is not leaking since Mr. Bastek found and repaired a shingle which had fallen behind the counterflashing causing a gap. This is progress even though other issues remain with the roof, eave, and gable ventilation.

Mr. Bastek and Mr. Risso were able to use a \$40 replacement control board sourced by Martha (head librarian) to get the roof top ERV (rooftop conditioned fresh air supply) working!! This is a huge success

as there is a bid expressed in the current warrant article for replacing this item at a cost of \$156,903. There is more work to be done here as the system is not yet automatic and runs off a spring controlled timer at the front desk. But the heater fired up and they believe the system will now supply conditioned fresh air to the building!

The library is currently using a snow blower to clear the roof over the winter (second cause of leaking due to snow build up. She will be asked about using a snow removal contractor for both the roof and sidewalks as it is deemed inappropriate for library staff to be doing this task.

Mr. Bastek was also able to repair the pedestal lights surrounding the library. All are working now after several years hiatus.

DPW: Per request and the TBA report, Mr. Bastek used test kits on the peeling paint coating the DPW Truck garage. The tests were negative much to the relief of the committee.

Mr. Bastek needs a floor plan for the mechanics bay in order to task an engineer to design an acceptable exhaust system. He will work with Kate and Gary to get this in place. Tim has been tasked with getting a rental construction trailer in place ASAP to alleviate the concerns with the break room in the truck garage, amongst others. He has a quote and vendor in hand. Kate and Jerry will follow up again as no progress is evident. Once in place, Mr. Bastek will need to oversee an electrical contractor to hook up the basic heating and lighting power needs.

Kate will also follow up with Gary on the design for "permanent" trailers to replace the existing office space, restrooms, loft, and break room. This is needed to move forward the septic system replacement for the one that has failed.

JJSupple is scheduled to meet with Steve and Scott tomorrow (1/8) to review potential repairs to the salt shed.

Police Station: Steve has been to the station to further investigate the third floor heater (off line for several years). He cut a hole for access in the ceiling to enable review. He was able to get the heating element to work, but not the blower motor. So this was removed and taken to a re-conditioner in Westford. Estimated cost of \$300 to repair. This would be another big win if he can get it working as the estimated cost of replacing the whole system is some \$30,000.

Similarly Steve was able to get the air circulation fan in the prisoner cell block working by having it reconditioned (cost \$200). And Steve is working on the heater in the lobby foyer where they need to replace a pump but have been hesitant due to uncertainty of the future there. He was asked to proceed since there is no heat there.

Steve is also going to try and get the elevator working again by replacing magnetic strips used to close the door for a temporary repair. The recent failure was due to the doors not closing properly. Even if this works, there is significant corrosion to the elevator and it will need to be replaced.

Finally, MFC has received a report from TBA and their subcontractor Landtech regarding the septic system at the Police Station (attached). In summary the BOH believes the PS is currently not in compliance with their permit as the building has about twice the square footage (7,000 vs, 4,000) and twice the lockers (20 vs. 10) than is shown on the permit. TBA and Landtech are working to address. But potentially this means no matter what else happens, the septic system will need to be enlarged/modified at currently unknown cost.

Mr Lavery agreed to follow up with the Police Chief to gain some historical insight on this development.

School: Corey elevator is complete and working, waiting only on Simplex and State inspector to complete fire alarm/recall function testing. This is scheduled for next week 1/14.

Bog House: Mr. Bastek was advised the bog house is also within the committee's mandate. He asked that someone show him where it is. Currently the MFC has no activity there as ConsComm is still deciding what they will advise for the property. Mr. Simpson has previously reviewed the building from an architectural standpoint and finds it an attractive opportunity.

Fire Department: The ice melt cable install has been delayed until the spring at the request of the FD. They were worried about parking their trucks outside for a day during cold weather to complete the install. Jerry is also following up with Chief Sorrows about the generator UST replacement and removal. This issue continues to drag on.

Next meeting is scheduled for 1/14/2020 at 8:00 AM in the Heald Room.

Meeting adjourned at 9:50AM

Attachment:

Jerome Lerman <jeromelerman@gmail.com>

Mon 1/6/2020 11:27 AM

Hi All,

Here's the latest from TBA regarding the Police Station renovation. It's always something....

Jerry

From: Robert Jefferies [<mailto:rjefferies@tbaarchitects.com>]

Sent: Monday, January 6, 2020 9:41 AM

To: Jerome Lerman <jeromelerman@gmail.com>

Cc: Annika Nilsson Ripps <ANilssonRipps@tbaarchitects.com>; Justin Humphreys <JHumphreys@tbaarchitects.com>

Subject: RE: Checking in

Jerry,

I will have a better answer late today. The Board of Health is indicating that the septic permit now operative does not cover the existing station (square feet and number of lockers is much smaller than what exists now) and as such a new permit must be obtained. The extent of the new system and its cost is not known at this point. The second issue that should be cleared up today concerns the requirement to relocate the septic tanks or leave in place with the "open air" carport style sallyport. I will let you know the outcome of the meeting as soon as the civil engineer reports it back later today.

The rest of the project is on track for last week of January if we do not have to make substantial changes to accommodate the septic requirements.

Regards,

Bob

From: Jerome Lerman <jeromelerman@gmail.com>

Sent: Monday, January 6, 2020 12:03 AM

To: Robert Jefferies <rjefferies@tbaarchitects.com>

Subject: Checking in

Hi Bob,

Welcome to 2020!

I'm just checking in to see where we are with the new plans for the Police Station renovation. When do you think we'll have drawings to review?

Jerry