

Town of Carlisle
Municipal Facilities Committee
Minutes
Virtual meeting
Tuesday 01/26/21 at 8:00AM

In attendance: Steve Hinton, Christine Lear, Jerry Lerman, Kate Reid, Scott Simpson
Guests: Steve Bastek (Town Facility Manager), John Fisher (Police Chief) at 8:05, Rob Fortado (School Faculty Manager), Cynthia Sorn (Carlisle Mosquito)

Meeting called to order at 8:00 am.

1. Approve minutes of past meetings

- Kate Reid made a motion to accept the minutes of January 12 2021, Scott Simpson seconded the motion. Roll-call vote; Steve Hinton -aye, Christine Lear -aye, Jerry Lerman -aye, Kate Reid -aye, Scott Simpson-aye

2. Police Station

- Discuss bids for HVAC system - Jerry, Bill and Steve met with the low bidder on the project. In looking at the project they found lots of work that was not detailed in the engineering drawings and the cost estimate will likely go up. Jerry asked for a list of change orders and their cost. It calls into question the quality of work done by Norian/Siani Engineering. The change orders may be close to \$10K, making the bid close to the next lowest bid. Kate asked if the second lowest bid company should come in to look at the scope of the work. Although they will likely find the same additional needs and will increase their estimate as well. Jerry should have the full estimate for the project from the lowest bidder next week. Kate asked if this will become an abandoned cost if the town builds a new public safety building. Jerry said that the building would probably be repurposed, or sold. It would still need to have a working heating system. Scott asked if a public safety building is an actual possibility. Kate believes there is a definite possibility as a warrant for a feasibility study is being drawn up for Town Meeting. John Fisher added that he doesn't believe the HVAC system will be an abandoned cost. Kate asked if there is a site for the public safety building. John shared that the location needs to be flat. Cynthia Sorn noted that the conversation about the public safety building has not been public and it should include the public at some point. John clarified that the Police Station is not up to state police station standards. Steve Bastek noted that the building needs to be a place where people can work safely. Rob Fortado noted that it will take at least five years to build a public safety building.

3. DPW

- New Trailer - Scott Simpson said that the trailer should be in in a week or two. Jerry asked if Carlisle needs to have contractors on site to hook it up to services. Scott will check and get back to Jerry.
- Heaters in the Shed - Should we use FY19 funds or put it in the new warrant? Jerry believes there is \$40-50K in the FY19 warrant. He is waiting for a final number from Priscilla. The estimate for both heaters will be around \$15K. Steve Bastek is waiting for a

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third bid because the project is over \$10K. We can decide when we have the third bid. Highest bid now is \$13K.

4. Discuss budget/warrant article for FY22 - Jerry encouraged other members of the committee to attend the budget hearing tomorrow night. If we were to do all of the requested/needed projects it would be around \$1M. If we ask for just the high priority items it will be about \$600K. Jerry took all non-school items from Rob and Steve's list to create this current list of needs. There is some concern for sticker shock. This large warrant article is a product of the deliberate hire of Rob Fortado and Steve Bastek to identify what needs to be done to bring Carlisle assets up to par and get all our buildings on maintenance programs that allow the town to predict major expenses.

5. Facilities Manager's report

- . Highland Building - Did some pest control as identified by Chief Sorrows. The conditions, a warm empty building is a perfect invitation to mice.

- . Gleason Library roof - Steve Bastek provided members of the committee with a cost estimate and scope for the roofing study. Jerry asked how we know the architects that provided the estimate. The HVAC company we used for the library referred them to Steve. He is waiting for another company to provide him with another estimate. Jerry suggested we will wait for a second estimate before deciding to proceed with the study.
- . Gleason Library HVAC - Steve worked with Bill to optimize the HVAC without an energy recovery system. Will get a cost estimate to repair this.

- . Town Hall - had to reboot the heating system due to a power cut. Power cuts often require that he has to reset the heating system. Steve is waiting to get an installation date from the power company for installing the building's surge protector.. He hopes the power cuts will not have such a big impact on the systems with the surge protector. Steve says Carlisle seems to have more power cuts than most places he's worked.

- . Police Station - worked with Al to replace a pole head on a light at the station.

6. Carlisle Schools

- . Brick Building - Holly Mansfield, Carlisle Recreation Director, just signed a five year agreement for Recreation Commission to use the Brick Building. Recreation Commission will do some repairs to the bathroom and hot water system. They are also paying to have the windows replaced. Jerry asked if an on demand system is better due to the infrequent use of the building. Rob agreed, but said the initial cost and required maintenance of the on demand water heaters is high.

- . Some trouble with the water supply. A reaction to minerals in the water created a brown hue. Rob is working with DPW to remove old oil tanks that may be causing the water to

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discolor. If they cannot remove the tanks, then they should be isolated. School water is tested weekly. Kitchen is currently using bottled water to prepare food.

- . Contractor working out some more kinks in the alarm system in the Corey Building tomorrow.
 - . Solar Panel Project - Some site work will happen in the spring: repairs to the pavement, a retaining wall will be installed near the transformer, and site landscaping will be repaired.
7. Next meeting will be on Tuesday, February 2 at 8:00 am. Meetings will then be scheduled every other week.
8. Scott Simpson made a motion to adjourn at 8:50 am, Steve Hinton seconded the motion. Roll-call vote; Steve Hinton -aye, Christine Lear -aye, Jerry Lerman -aye, Kate Reid -aye, Scott Simpson-aye