

Town of Carlisle
Municipal Facilities Committee
Minutes
Virtual meeting
February 2, 2021 at 8:00AM

In attendance: Christine Lear, Jerry Lerman, Kate Reid, Scott Simpson
Guests: Steve Bastek (Town Facility Manager), John Fisher (Police Chief), Cynthia Sorn
(Carlisle Mosquito)

Meeting called to order at 8:02 am.

1. Approve minutes of past meetings

- Scott Simpson made a motion to accept the minutes of January 26, 2021, Kate Reid seconded the motion. Roll-call vote: Christine Lear -aye, Jerry Lerman -aye, Kate Reid -aye, Scott Simpson-aye

2. Police Station

- Contractor toured the building with Jerry Lerman. Believes change orders would add about. \$5K to the project, although hesitated to commit until project was under way.
- Kate Reid moved that we award the bid to Davison; Christine Lear seconded the motion. No discussion. Roll call vote: Christine Lear -aye, Jerry Lerman -aye, Kate Reid -aye, Scott Simpson-aye

3. DPW

- Trailer - Scott noted that the trailer is due to arrive next week.
- Shed heaters - Steve has received 3 bids that range from \$9K to \$13K.
- Kate made a motion to award contract to Muirfield Mechanical. No discussion. Roll call vote: Christine Lear -aye, Jerry Lerman -aye, Kate Reid -aye, Scott Simpson-aye

4. Gleason Library - Steve Bastek is not aware of any new bids that have been received for the library chiller unit. Jerry will check on this. Steve received quote for air handler and roof engineering. He believes there will be another quote for each job. Jerry recommends that we wait until we receive the pending quotes before we move forward.

5. Budget - Met with FinCom last week. Pitched for a budget of \$1M. Not well received given the number of departments asking for increased budgets for FY22. Our representative to FinCom has strongly recommended investment in maintenance. Scott Simpson asked if there was a number that Jerry thinks the FinCom would be comfortable with. Kate noted that \$300-400K in what has been called capital requests, was often approved by FinCom. But it included annual \$80K for school computers and an occasional vehicle. Scott proposed an annual budget that the maintenance department would use with approval for items over a certain amount go through the Select Board. Suggests we meet with FinCom to consider this moving forward.

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6. Facilities Manager's report

- Highland Building - Lost power yesterday, had to reset fire alarm.

- Gleason Library - Bill and Steve feel the second contractor for roof system was a bit more informed. Eager to see their quote. Heat did well through cold snap.

- Town Hall - Steve had lots of problems with BMS system last week. It wouldn't calculate. This is the newly upgraded software system. Bill suggested it may be a corrupt file. Says we need to work out the bugs when we add to the system. BMS is working fine now. Reviewed surge protector with installer. Waiting for power company in order to complete installation.

7. Next meeting will be on Wednesday, February 17 at 8:00 am. Meetings will then be scheduled every other week.