

Town of Carlisle
Municipal Facilities Committee
Minutes
Virtual meeting
Wednesday 04/21/21 at 8:00AM

In attendance: Steve Hinton, John Lavery, Christine Lear, Jerry Lerman, Kate Reid, Scott Simpson

Guests: Steve Bastek (Town Facility Manager), Rob Fortado (School Faculty Manager), Jozokos of Jozokos Architecture, Inc. 9:00 - 9:20, Christopher Musorofiti of Gail Associates until 8:28, Bill Riso, Cynthia Sorn (Carlisle Mosquito)

1. 8:00AM: Meeting with Christopher Musorofiti of Gail Associates to discuss roofing project proposal at Gleason Library.

- . Jerry Lerman began by clarifying that we are eager to control the costs on this project.
- . Christopher understands this to be a basic roof design with additional insulation. The project has many transitions from slate to asphalt.
- . Part of the new design that Christopher feels he can provide without test cuts, shows the transitions.
- . There is pooling water. He also needs to know the height of the flashing. Concerned that the 1998 roofing was a lower R value than is required now. An R value of 30 is required now, which may add about 5 inches. This may impact the height of the flashing.
- . Jerry added that one of the architects said that snow drifts caused leaking and recommended increasing the flashing height at the transitions. Christopher agrees with that suggestion.
- . Bill Riso asked if the requirements are a one-for-one replacement, will we still require the professional engineer design. Christopher said it may, it is up to the local building inspector. Any change, repair, to masonry may be considered a structural change and will probably require a permit and engineer sign off.
- . Jerry asked if the quote included roof and ventilation system. It does. When they looked at the roof they noted that the ventilation systems needed to be replaced and this would be a good time to do it along with the increased flashing height. Christopher would bring in a contractor for an additional \$5800 to add the ventilation to the proposal. The other optional cost is to replace the structural foundation for the mechanical equipment. There is a chance that a new system may be larger and heavier than the current system and exceed the limit of the structural foundation framing already in place. This structural analysis would be another \$9100. Jerry asked if we would need to know the weight of the replacement unit. It would cost more than \$9100 to do this operation later.
- . Bill asked if Christopher has the library drawings, he does. Bill added that the leaks were close to the flat roof and from damage done by shoveling and has been patched. The flashing on the bricks need to be raised as well. Bill noted that the drawings had higher flashing.
- . Christine Lear asked if the current framing for the RTU would be good for another 25 years if it is large enough for the replacement unit. It is. But replacing or augmenting the framing later would require going from the interior of the building to access it.
- . Kate Reid strongly recommends that we do this right the first time.
- . Steve Bastek spoke with John Metivier, Carlisle Building Inspector. Steve cannot oversee this project.
- . Cynthia Sorn asked about the engineering study proposal. A roof proposal will come after the study if Carlisle chooses to move forward.
- . Jerry asked what the design work would cost. Christopher noted that the design might be between \$12k and \$15K. The design would be 100% biddable.

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- . Oversight of the construction can be done by Gail, on the schedule we request and the work being done.
 - . The estimate will include meetings and scheduling.
 - . Steve Bastek asked how the work would impact the operations inside the library. It will depend on the work being done. These areas should be protected by the contractor. Dust will happen, but it will be from vibration, not construction debris. Christopher doesn't feel the entire library will need to be closed at any given time, perhaps an entrance for a day or so.
 - . Rob Fortado noted that architectural services do not need to go to the lowest bidder.
2. Approve minutes of 04/14/21 meeting
- . Scott Simpson made a motion to accept the minutes of April 14, 2021, Steve Hinton seconded the motion. Roll-call vote; Steve Hinton -aye, Christine Lear -aye, Jerry Lerman -aye, Kate Reid -aye, Scott Simpson-aye
3. DPW Trailer
- . Scott Simpson has quotes for stairs and a ramp for the trailer at the DPW. Triumph is the lowest bidder and the preference of this committee. Gary will be able to switch the door around himself.
 - . Kate Reid made a motion to accept the Triumph bid to install the stairs and ramp on the DPW trailer for \$11,314. Scott Simpson seconded the motion. Roll-call vote in favor; Steve Hinton -aye, Christine Lear -aye, Jerry Lerman -aye, Kate Reid -aye, Scott Simpson-aye
 - . Jerry will inform Tim Goddard that Triumph has been accepted, Tim will contact Triumph. Scott will let the other vendors know they have not been given the job.
 - . Cynthia Sorn said that Gary Davis told her this is a used trailer and that the power lines will need to be moved. Scott will check to make sure the trailer is not used. Gary Davis has already removed an interior wall to make a larger meeting space.
4. 9:00 AM: Meeting with James Jozokos of Jozokos Architecture, Inc. to discuss study work for the roofing project at Gleason Library.
- . James review the leaking roof of the library. It is mostly the flat roof area, not the slate. They provided a quote for a bid package for roofing contractors to repair the roof to be weather tight for 20-30 years.
 - . Jozokos all be on site for the project.
 - . Jerry asked about the ventilation in gable areas. Jozokos will address these as well.
 - . Steve asked about re-roofing the asphalt area. Ventilation needs to be reinstalled in that area to prevent the ice dams that are causing the water problems. Jerry noted that the vents were there, but snow was drifting and melting. The new roofing will need to be able to handle this snow problem. James clarified that there are new products that can handle this.

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- . The flat roof didn't have enough pitch to drive the water to the gutters. James sees a lot of repairs that have added to the pitch problem. His plan is to rework this area to improve the pitch to drive the water off the roof.
- . We are thinking about replacing roof top ventilation, should we do this prior to or in conjunction with the roof replacement? James can see the current RTU on the plans. He asked if we have a current company that maintains the RTU. Steve Bastek clarified that we are looking into replacing and improving the current RTU. James feel it is best to do the replacement at the same time that the roof is being repaired. James asked if the new curb will hold the new unit. Steve noted that we would like to raise the curb to 24".
- . Bill Risso said we would like to meet the current code for R value. This is doable by adding 5.5" insulation on the flat area. This will require that the flashing is heightened in this area. James concurred.
- . Steve Bastek asked if James could give us a ballpark on the job that will go out to bid. James clarified that the job is very detailed and we will receive a range of bids.
- . Bill Risso asked about the cost from Jozokos, a rough estimate would be \$30-\$50K. The issue is detail, not volume.
- . The \$5,500 cost provided does not include oversight?
- . How much time would they spend on oversight? It depends on the contractor. An experienced contractor will not need a lot of oversight. A less experienced contractor will need more oversight. We will need to take the lowest bid. James said you can avoid this by not going out to public bid. Suggested inviting better roofers to bid to make sure we get companies that can work with the detail. We can do this if the project is under \$50K. James feels it can be done for under \$50K.
- . Bill Risso asked if James understands the full scope of the project. It would include all areas that are not slate and the transitions to the slate. As well as the ventilation and work around skylights.

Discussion:

- . Kate felt Gail was much more thorough.
- . Jerry felt Gail had a much better grasp of the work.
- . Many see change orders happening with Jozokos.
- . Jerry asked if we start with the RTU or the roof. We should know the specs on the RTU before we begin the roof.
- . Jerry suggests we proceed with Gail.

- . Scott Simpson made a motion to select Gail for the roofing study, Kate Reid seconded the motion. Roll-call vote in favor; Steve Hinton -aye, John Lavery - aye, Christine Lear -aye, Jerry Lerman -aye, Kate Reid -aye

- . Roof top unit discussion will happen at the next meeting.

5. Facility Mangers Reports - Steve Bastek

Town

- . Police Station - Steve Bastek reached out to police station contractors: we want to change last three flex ducts, and get soft ducts out of the floor. Has not heard back from them. Ducts still need to be cleaned and tested on a warmer day, and a thermostat needs to be removed.

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- . Library - No leaks since last shingle repairs. Jerry noted that the emergency exit door to the addition needs to be repaired. It is leaking and is rusty.
- . Town Hall - Waiting for power company for surge protector. Annual elevator inspection needs to be done to confirm that they will not operate if the fire alarm is engaged.
- . Highland - lost power about a week ago, Steve Bastek reset the panel. For \$100 a UPS system as a back up on the building to keep things running if the power goes out.
- . DPW - Steve is meeting plumber there to see where the trench for the pipe needs to be. And the power lines need to be 8 feet above the roof of the trailer. Gary Davis had someone come out to take a look at it. Regarding the heater units: the truck is still in the way, it will not have a motor until May. Cynthia asked if Steve knows about the hole that has been dug next to the salt shed. This committee is not aware of the hole or its' purpose. The salt shed was damaged and a contractor is coming to fix it.

Schools - Rob Fortado

- . Painted plaza games etc., will finish tomorrow.
- . Water tank being drained and cleaned today.
- . Filtration system being presented to DEP to identify source of manganese.
- . Going to have the monitoring well tested by Omni to see if it is the source of the manganese. If it is, it will be filled with concrete. DEP likes to have the monitoring well open for at least a year. Will have to work with DEP if the monitoring well is the source. This well is 200 feet deep. BOH requires that it be filled with Bentonite, a non-shrinking grout.

6. Select date/time for next meeting:

- . Wednesday, May 5, 2021 at 8:00 am

7. Kate Reid made a motion to adjourn at 9:33 am, Christine Lear seconded the motion. Roll-call vote; Steve Hinton -aye, John Lavery - aye, Christine Lear -aye, Jerry Lerman -aye, Kate Reid -aye