

Town of Carlisle  
Municipal Facilities Committee  
Minutes  
Virtual meeting  
August 19, 2021 at 8:00AM

In attendance: Steve Hinton, John Lavery, Christine Lear, Jerry Lerman, Kate Reid, Scott Simpson until 9:00.

Guests: Steve Bastek (Town Facility Manager), Rob Fortado (School Facilities Manager), Gary Davis (DPW Superintendent), Jim O'Shea (School Superintendent) until 8:40, Carrie Patel (School Committee Representative), Bill Risso, Cynthia Sorn (Carlisle Mosquito)

1) DPW

A. Trailer status - Steve Bastek reported that ConsCom has asphalt report, waiting for them to make a decision as to what they will allow. They didn't like the area between the existing area and the trailer as it is in the buffer area. It may require state approval. The handicap ramp requires that we grade the area. Steve provided a color coded print out of drawing of the space a week ago. It will be presented at their next meeting. (Cynthia Sorn said it was not reviewed at their meeting last week, as she was the reporter.).

The trailer also needs a fire alarm. Fire department has been asked to connect the fire protection. Gary Davis received a quote of \$55,600 from the L.W. Bills requested by the Fire Department. The specs included all three buildings, it should have been just the trailer. Jerry asked if the three buildings could be parsed out to just give the cost to make the trailer fire safe. Gary has not spoken to the Fire Chief yet. John Lavery noted that the other two buildings do have fire protection and are not occupied.

John Lavery noted that this committee did not have representation at the ConsCom meeting or with the Fire Department for the trailer. Suggests that representation should happen in all cases such as these.

Christine will follow up with Chief Sorrows to single out just the trailer's fire safety from the overall updating of the fire safety of all DPW buildings. That is a much larger project. Right now we need the trailer done for the winter.

Steve Bastek will ask that this be put on the next ConsCom agenda. Jerry Lerman will attend the meeting if it is on the agenda on August 26.

B. Garage heater status - Gary Davis reported that the truck has been removed, Steve has had folks out to look at the building and it is just a question of scheduling at this point. The equipment repair bay still has the exhaust issue. Once Gary has moved into the trailer for his office this can also be addressed.

C. Salt shed

Gary would like a free standing building for the salt shed that is easy for loaders and unloaders to access. Jerry asked if the location is the best location for the salt shed. Gary believes it is the right place. He noted that the salt shed is also in the buffer zone. John Lavery asked if the current building is expanded, at the same height, would it be acceptable to Gary? Also suggested that we price out cost of new vs cost of expansion. Jerry Lerman asked if the materials might be different. John Lavery suggested that the new shed might be around \$60K. We've already put \$10-\$15K into the current building. John asked who we should go to for basic design. Scott Simpson has offered to design it. He will meet with Gary.

2) Continue discussion of proposed org chart for Facilities and Grounds

A. Report from School regarding IT reorganization

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Jim O'Shea spoke with his IT staff and the idea of one it department for the town seems like more than they can handle. Jim doesn't feel like this is the right time to consolidate these departments. Jerry Lerman suggests that we put this concept into our long term goals. Jim suggested that he doesn't see the gain at this time, Jerry agreed that if there isn't a real gain, then it will not be necessary to move forward. Carrie Patel said that she would need to understand more about the town IT department to fully understand this idea. Kate Reid responded that there is currently no IT department. Jim asked if there were a committee to explore the IT needs of the town and school, who would be on it? Kate suggested that Tim Goddard, the school IT department at the very least should be part of this process. Jim suggests that the town tech person lead the exploration then the long term plan can be explored

B. Review combined facilities organization

The Select Board is working on this as one of their goals for this year. The Governance Committee will also weigh in on this as well.

C. Report on communications with Governance Committee

Jerry offered our experience to the Governance Committee. He has not heard back from them yet.

3) Library

A. Roof study Report from Gale

B. Jerry was pleased with the Gale report, but stunned by the cost

We need to go from an insulation of 8R to 30R. John suggests the roof could be spray foamed from beneath. Not sure how to adjust the pitch. Chris from Gale has offered to come to this meeting. John suggested we identify the weight limit of the roof to help determine the unit choice. Steve Bastek will reach out to Allied to let them know there may be some weight limitations for the roof unit. We want to figure the weight limit into the process now, as it may impact the roof project. Bill Risso said that the fan should also be incorporated into the weight of the unit. Question, would closed cell insulation be better than blown insulation. Bill added that the many wires probably shouldn't be surrounded by the blown in insulation. Jerry will invite Chris from GALE to our next meeting.

Scott said it would be cheaper to pitch the insulation rather than the roof. Bill suggested that the new unit have an on demand component that may be less expensive than a heat wheel unit. Question was posed if it would be cheaper to spray closed cell foam on the underside of the roof rather than adding insulation (and thickness) to the existing roof. This might require moving multiple cables and wiring since they can't be encased in the foam. The questions was also posed about the maximum weight that the existing roof could support. Knowing this, it might be possible to specify a rooftop unit that doesn't exceed that limit. To answer these and other questions, Gale will be invited to attend our next meeting.

C. RTU study Report

John Lavery asked why the unit is much larger than the current unit. The specs given to Gale may be the reason for this difference. The larger unit would have lots of downstream adjustments to the building and overall larger cost.

4) Discuss proposed org chart for Facilities and Grounds

5) Reports from facilities managers:

A. Town facilities (Steve Bastek):

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**Library:** Steve B. replaced batteries in library systems. Library power will be shut down for 4 hrs to allow power company to hook up house across the street from the Library. New chiller is connected and working properly.

Steve reached out to Guardian about the glycol for the chiller, \$1500 per day and \$100 per 5 gallons of glycol. It might take 2 days and 5 gallons to get the job done. Steve can get 5 gallon pails of glycol for \$83.50. He could purchase a pump for a couple hundred dollars and do the job himself. The solution could be stored in a barrel and removed on hazardous waste day. Jerry asked if this would impact the warranty. Steve is not sure. Bill doesn't feel it will. Rob said that the pressure would need to be constant and not allow water into the system. Kate suggested we get another price. Then this committee can authorize a larger amount if we have to. Rob Fortado has someone coming to the school for his boiler maintenance. Steve will ask them to give us a second quote for the chiller.

**Highland:** A wellness check showed heat not working. Steve B. cleaned bugs from filters.

**Town Hall:** RTU had problem that was fixed by the vendor via remote control.

**Police Station:** the repaired HVAC condensation line is working properly.

B. **School** (Rob Fortado):

Getting ready for start of classes. Plaza painting is nearly done. Need to insure adequate spacing in classrooms and cafeteria due to COVID protocols.

Equipment for PFAS water treatment will arrive in Sept. Uranium and manganese treatment has been installed. Need to get new quotes for plumbing work to install new water filters. The system is very complex. Next week, 5000 gallons of water is being delivered to flush put water storage tanks. The school is still using bottled water for students.

Rob noted that the water supply for Town Hall and Gleason Library are both disabled due to high levels of PFAS. We may need a Town-wide solution.

6) Select date/time for next meeting: Thursday, 09/2//21 at 8AM on Zoom

John Lavery made a motion to adjourn the meeting at 9:28AM, seconded by Steve Hinton. All in favor, roll call vote Hinton - aye, Lavery - aye, Lerman - aye, Reid - aye, Simpson - aye