

Town of Carlisle
Municipal Facilities Committee
Minutes

Virtual meeting
Tuesday 09/22/20 at 8:00AM

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

Guests: Steve Bastek, Chief John Fisher, David Newman, Bill Risso, Cynthia Sorn

Called to order at 8:03

1) Approve minutes of past meetings

Kate moved, Scott seconded. All were in favor of approving the minutes of meeting on 09/08/2020.

2) Fire Station

David Newman reminded that we talked about replacing A/C with mini -split or heat pump system two weeks ago. Guardian roadmap, not technically a quote, was a \$46K proposal to condition all of the spaces except the bay floor. Guardian based their quote on prevailing wage. Included electric strip heat for upstairs bathroom. Probably not a necessity per David. Two estimates from other contractors were received: Conway Heating in Billerica and Concord Heating and Air Conditioning. Both have done municipal work and are recommended. Conway and Concord came in close to \$28K, only a difference of \$200. Almost exact same scope of work. Different brand units, but same work as requested by David. These units can be put into a dropped ceiling rather than hanging on a wall. One contractor proposed putting system on exterior wall, the other on the roof. Probably best not to pierce the roof if we don't have to, so the exterior wall plan might be preferable. David will go back to Conway and Concord to confirm that they quoted with prevailing wage. Both of these systems are low energy and could possibly be used in the winter - probably for emergencies only. Split systems would also allow for conditioning the air of spaces in use rather than all spaces. Jerry noted that Guardian is often a higher quote. Bill Risso noted that the existing rooftop unit will also need to be kept in place in order to bring fresh air into the building.

3) Police Station

a) Repairs to HVAC system – Norian/Siani design project underway

Construction drawings from Norian Siani should be ready by October 2, ready to bid by mid October. Will need to see if the project can be funded before putting out to bid. Jerry asked if Chief Fisher would like to wait until after winter season. Chief Fisher would like the project to begin as soon as possible as the closed building in the winter has the most uncomfortable air.

Chief Fisher noted that the woodpeckers are back. Bill Risso commented that the woodpeckers are a symptom of insects. Kate suggested we begin with an exterminator. Chief Fisher also asked if we can move forward with painting the exterior of the building. Funding was in FY19 warrant. Can we refresh bids and move forward? Jerry noted that we have \$25K earmarked for painting the fire station. Chief Fisher suggested Steve Bastek reach out to recent bidders to see if they can do the job for \$25K. Cynthia Sorn asked if a portion of the job could be done for \$10K without going out to bid. Yes, that is possible.

4) DPW

a) Salt shed

Steve Bastek spoke with Gary at the DPW. Gary's priority is the salt shed, most important item on his list.

b) Septic system – result of design for alternate site

Thanked Steve Hinton for moving things along. Jerry asked if the septic system is on the BOH agenda for tonight. Probably not as documents came to Steve after agenda was published. Job must be started by October 31. Steve Hinton asked Steve Bastek to contact contractors to commit to bidding and starting project by October 31. Needs to be complete and certified by November 30. Concerned that contractors may not be able to meet this tight timeline. Steve Bastek noted that contractors he spoke with are very busy and this may be difficult to schedule. He will call just the same.

Motion was moved by Steve Hinton to authorize the expenditure of funds not to exceed \$550 for fees expected from BOH for review of the project, Kate Reid seconded the motion. All were in favor.

c) New trailer – status of bid process

Scott Simpson said that the ad for the bid was asking for 25 references for similar projects. This seems excessive. Delivery criteria says 8 weeks. This is not long enough. Size of the trailer is wrong, and there is no detail about connecting electrical to the trailer. Scott believes he can correct the bid document. He will draft a note of correction to Tim, and send it to Jerry first.

5) Highland Building

a) Safety status - all necessary stakeholders have a key to get into the building. Dehumidifier is installed near COA items. New power supply was installed so fire panel doesn't shut down when the power goes out. Didn't work. Panel still needs to be reset manually each time the power goes out. Fixing this would be about \$3,000. Kate asked what demolition would cost. Jerry has been trying to get some general demolition numbers.

6) Carlisle School

School opening went well.

7) Facilities Manager's report

Town Hall - still having problems with RTU. Steve B. has specialists coming out in early October to take a look at it. Steve B cannot make any changes to system. Working fine for summer settings, not cooperating for heating, not sure what the problem is at this point. This appointment will probably cost us about \$2000.

LSP will file paperwork for closure in place of the old underground tank for the emergency generator at the Fire Station. Will be done on Friday and the tank should be filled in October.

Library chiller is still going into fault. Low on freon. Steve B and Martha keep resetting it. Cool weather may solve this problem. Steve B. needs to change filters and put clean screens in water filter baskets.

Cannot start work on steeple at First Religious Society until CPA money is granted at next Town Meeting. Wood supplier went out of business during COVID-19. Tim is applying for CPA funds.

Kate asked if Steve B's hours have been increased. Steve said no. Jerry will follow up with Tim Goddard.

8) Select date/time for next meeting.

Tuesday, October 6, 2020 at 8:00 am.