



## TOWN OF BROOKLINE, NEW HAMPSHIRE

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### *Minutes* *DPW Building Committee* *Wednesday, July 22nd, 2020*

Committee members in attendance: Eddie Arnold, Mike Wenrich, Todd Croteau, Cindy LaCroix, Brian Rater, and Tad Putney.

**Eddie** called the meeting to order at 7:00pm.

#### Minutes

*Todd moved, seconded by Mike, to approve the June 30th meeting minutes; Voted Yes 6-0.*

#### Annual Operating Expenses for Mont Vernon DPW Facility

**Ben Crosby**, DPW Director in Mont Vernon, was in attendance to share information on their highway garage. He said he hoped to have details on the annual operating expenses, but is still awaiting some of the information. He said he would send a spreadsheet with the details once he has it. He said their building is comparable in size at 80' by 120' and has radiant floor heat.

**Ben** said they have three six-wheelers, a grader, a loader, two one-tons, a pick-up and backhoe. He said they have five full-time employees, including him. **Ben** said they have about 85 lane miles (42.5 miles of road), which is comparable to Brookline's estimated 50 miles of road.

**Todd** asked what **Ben** would do differently in building their facility. He said he would have added a bay as it is tight and he would have separated the common area from the bays.

#### Site Walks

**Mike** said he conducted two site walks in the past week regarding logging. The first was with two representatives from the UNH Cooperative Extension. **Mike** said they advise if we should hire a forester or not, but do not provide us with a plan. He said first they looked at the area for the facility and they said that area had some marketable timber. They then walked the balance of the property, which is approximately 40 acres. He said they suggested using a reputable logging company to clear the 2-3 acres for the site first. They suggested later looking at the rest of the property, in conjunction with the abutting conservation commission land, and developing a forestry management plan covering all the land.

**Mike** said his second walk was with **Wayne Chappell**. He said **Wayne** also confirmed that there is marketable timber on the building site. **Wayne** advised that there would be no more than \$2,000 in out of pocket expenses to clear the site. **Tad** suggested **Mike** pass that cost figure along to **Roland** in the morning for the purposes of the GMP. **Mike** confirmed that this does not include stump removal, but clean-up of all tree debris. **Tad** asked about guidance for the removal of trees going up the slope. **Mike** said it was recommended any pines on the slope that could reach any structure be removed and that any other trees be kept, unless their roots are disturbed. **Eddie** suggested getting cost estimates and input from a couple other loggers. **Mike** agreed to.

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**Dry Sprinkler System**

**Eddie** said if we do not want to spend the significant sum on a fully functional sprinkler system, having a sprinkler systems installed with a hook-up and 24/7 fire alarm may be a notably lower cost option that still offers some level of protection. It would save the substantial costs of a cistern and pump and the first fire truck on scene could tie into the system and feed the sprinklers. **Todd** asked about the cost savings. **Eddie** said he was not sure but we have been speaking about \$250,000 for a fully functional system. **Cindy** suggested a dry system may be only about \$5 per square foot or around \$40,000. After discussing the potential involvement of Primex, it was agreed that **Tad** will reach out to them for guidance on the potential impact to our insurance.

**Septic Design**

**Eddie** said we are at the point of needing a septic design. It is not clear if the septic design is included in the scope of Fieldstone's quote or not. **Mike** said he will look into whether it is included or not. **Eddie** suggested getting an estimate of cost and timeframe from Fieldstone and then take it to the Selectboard for approval if outside their scope. If their timeline is too far out, **Eddie** suggested then we can look at other firms. **Todd** suggested a design cost of around \$2,000.

**Statement of Need**

All agreed that the work done by **Jill** and **Dana** on the Statement of Need was fantastic. **Eddie** said it was a great idea to provide a link for additional information. It was agreed we should put it aside for now until we get the GMP and then we can begin to fill in more information and prepare it for public outreach.

**Transfer Station Employee Use of New Facility**

**Eddie** said currently Transfer Station employees use a porta potty and there is no running water for washing hands. He said there was a question of whether it makes sense for transfer station employees to use the facilities in the new DPW garage or not. **Eddie** said an employee being away for ten minutes can lead to problems upon their return. **Mike** suggested that we size the new septic for a future half bath at the Transfer Station, but have Transfer Station employees use the new DPW facilities and see how it works. If it doesn't work, or when the current office trailer fails, we could build a small structure with a half-bath for them. **Todd** said it would also require running water from the DPW well. **Brian** and **Tad** said they liked **Mike's** proposed approach. Members agreed that it is reasonable to expect employees would have access to running water at a transfer station. **Todd** said that a half-bath facility should be included in the Capital Improvements Plan (CIP). **Tad** asked if **Mike** thought the current trailer would last another 2-3 years. He said yes. **Tad** said he would add a structure to the CIP three years out. After some discussion, it was agreed that \$50,000 was a reasonable figure as an estimate.

**Review Project Timeline**

**Tad** reviewed the timeline and changes he had made to it since it was last discussed in late May. He noted the GMP and discussion of using a construction manager had now been bumped out. He suggested an interim report to the Selectboard and Finance Committee on August 24 and attendance at conservation commission and planning board meetings in September. It was agreed that NorthBranch could make its pitch to the Selectboard at the September 7<sup>th</sup> meeting. **Brian** said there is significant work to be done in August. It was agreed that the committee will block off weekly meetings for the foreseeable future and focus on the interim report for the Selectboard at next week's meeting.

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**Other Business**

**Mike** said tomorrow at 9am NorthBranch is doing a site visit for potential contractors. **Cindy** and **Eddie** said they are available and will attend with **Mike**.

**Schedule Next Meeting**

It was decided the next meeting will be held at 7pm on July 28th at the Town Hall and we will hold each subsequent Tuesday for weekly meetings at this point.

Meeting adjourned at 8:20pm.

Minutes submitted by Tad Putney.