



TOWN OF BROOKLINE, NEW HAMPSHIRE

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Minutes DPW Building Committee Tuesday, October 13th, 2020

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

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

Minutes

Brian moved, seconded by Todd, to approve the September 29th meeting minutes as written; Voted Yes 4-0-3 with Tad, Brian and Dana abstaining.

Design Team Meeting Update

Tad said that last week he, **Roland**, **Kurt**, **Richard**, **Cindy**, and **Mike** held a Zoom call for about 45 minutes. He said the location of the cistern was discussed and he said they are looking at having it in the foundation to save money. They discussed having it under the northeastern corner of the building. **Tad** said we received a letter late today from **Richard** advising of the need for a 45,000 gallon cistern. **Tad** said this may require taking up a larger section of the floor than previously discussed. **Mike** said we should let them address it from a design standpoint. **Eddie** suggested letting them know of the recently added cistern up the street, in the event it decreases the size we need. **Tad** said we discussed adding a paved sidewalk around to the exterior door to the pump room. After discussion, it was agreed it made sense to pave the sidewalk for ease of winter maintenance. **Todd** estimated it would cost about \$2,300 in paving expenses. **Cindy** noted there is other equipment in the area such as the generator and HVAC condensers that make having a sidewalk advisable for access. **Dana** asked about the cost for **Richard** and **Kurt** to do the added work on the sprinkler system. It was noted we already gave the go-ahead to **Richard** for \$1,800. **Tad** said he was awaiting a cost estimate from **Kurt** now that he knows the size of the cistern. **Tad** said the oil/water separator tank is on the site plans and has been forwarded to **Roland**. He said the showers will now be fiberglass for cost savings. He noted they discussed going with either a polished concrete floor or a second cost-effective alternative that will be discussed when the final plans are reviewed. **Tad** said that **Richard** needs four weeks to finalize his plans, which puts us at about Nov. 6th. Then **Roland** will get final bids for a GMP. We expect to have a formal GMP by the end of November. **Tad** said he will be working with **Mike** and One Source to mark up the current building plans for the location of surveillance cameras, so the wiring can be worked into construction and save time and money. **Tad** said they discussed the radiant floor in the garage and it is planned for two zones, which make the most sense from an efficiency standpoint.

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Septic Update

Mike said he spoke with Fieldstone about a pipe and stone leach field. They said it would be a little larger than the one that had been designed. **Brian** asked if it would still fit in the space and **Mike** said definitely. **Todd** asked if there would be added cost. **Mike** said yes and that we were carrying \$10,000 for the septic and \$15,000 would more than enough to cover a pipe and stone system. Members agreed to move forward with the pipe and stone design as it will last longer.

Conservation Commission and Planning Board Discussions

Tad said we did not have time to notify abutters for the October meetings, so he and **Mike** will attend the November meetings. He said **Mike** has already provided **Val** with the plan information they will need.

Review of Equipment List

Mike shared information on a running list of equipment for the building and costs he has been compiling. Members reviewed the list. It was noted we will want a stove/oven, refrigerator and microwave for the kitchen. **Brian** suggested a fire safe for critical items. **Tad** suggested we could get a fireproof file cabinet. **Dana** suggested members give thought to other items to add to the list for discussion at the next meeting. Members agreed.

Timing of Bond Funds

Tad said he had forwarded an email from the NH Bond Bank to members since the last meeting. It said that funds would not be available until August. A Bond Anticipation Note (BAN) was suggested and **Tad** noted the proceeds could be available within five weeks of receiving a BAN application. As a result, it was agreed that starting construction in early June was doable if a BAN is pursued.

Schedule Next Meeting

It was agreed the next meeting will be held at 7pm on Tuesday, October 27th in the Town Hall. Agenda items will include:

- Review of equipment list
- Public education campaign
- Update on 3-D model from high school

Review of Charter

Eddie reviewed the committee charter and noted we have not yet involved the Building Inspector. **Todd** said it makes sense, especially given it is a municipal building, to have the Building Inspector involved and we should reach out to him. Members agreed.

Meeting adjourned at 7:52pm.

Minutes submitted by Tad Putney.