



TOWN OF BROOKLINE, NEW HAMPSHIRE

P.O. BOX 360 – 1 Main Street
BROOKLINE, NH 03033-0360

Telephone (603) 673-8855, ext. 213
Fax (603) 673-8136

<http://www.brooklinenh.us>

Minutes DPW Building Committee Thursday, October 29th, 2020

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

Eddie called the meeting to order at 6:30pm.

Minutes

Dana moved, seconded by Todd, to approve the October 27th meeting minutes as written; Voted Yes 6-0.

Updated Project Timeline

Tad reviewed an updated timeline he had developed for November through March's town meeting. **Brian** arrived at the meeting. There were no adjustments to the timetable.

Well Water

Eddie asked **Tad** to share information on nearby wells. **Tad** said that two new homes just up the street from the Transfer Station have recently drilled for water and one well is dry after 1,200 feet and the other just hit water at 1,850 feet. He said it suggests that it may be wise for us to drill the building's well prior to construction. **Tad** also mentioned that it would not hurt to have a dowser make a visit to the site and see what they "find" relative to where we have currently sited the well. It was agreed that we should find water on the site prior to construction.

3-D Model Update

Cindy said that two students at the high school are working on a 3-D model of the building. She said it should be ready in November. **Cindy** said she has told the students she is willing to help them as needed.

Public Outreach Plan

Mike said that we need to explain the cost of the project. **Brian** said that a challenge is that many civic groups are not currently meeting in person due to COVID. He said some are meeting via Zoom. **Dana** said we need to think differently regarding our public outreach. **Brian** said our audience is those people who go to town meeting. **Dana** suggested we send information out on Facebook with comments turned off and to individual groups as well. **Eddie** suggested we create a four minute video to share on Facebook. **Todd** said he believes if we tell one person, we will have told ten people. It was suggested that information be included in the EDC Newsletter that will go out before the annual meeting. **Brian** suggested a mailing to all residents and **Tad** noted that the mailing costs would need to be funded through donations, but

DPW Building Committee Minutes

October 29th, 2020

Page 2

the cost is not significant. **Dana** said she likes the idea of leaving postcards around town with key information on them.

Members agreed on the following general content for a presentation that **Mike** and **Tad** will draft for the next meeting:

- Slide #1:
 - Background on road agent
 - Transition to public works in 2018
 - Equipment we now have
 - Equipment we plan to obtain
- Slide #2:
 - Picture of the proposed building
 - Bullets regarding costs
 - Design principles
- Slide #3:
 - If not approved, what is the result
 - Deterioration of equipment
 - Impact on service
- Slide #4:
 - Bonding slide
 - Tax impact
- Slide #5:
 - 3-D model

Dana suggested that it would be a good idea if we could have a brief video loop showing outside **Patti's** office and on cable. Members agreed.

Next Meeting

It was agreed that the next meeting would be on Monday, November 9th at 6:30pm via Zoom.

Cistern

Tad said that he has confirmed with North Branch that the proposed approach of using a portion of the foundation for the cistern will save substantially more than the \$3,500 cost for a structural engineer to design the cistern and the related architect's work.

NH SAVES

Tad said he has contacted another firm, recommended by North Branch, to look at our plans for recommendations on energy efficiency and assistance on available energy incentives. He said he will continue to speak with such firms to see what they can offer.

Building Lift

Eddie said he had obtained the specifications for the planned building lift to the architect and North Branch and they advised the planned floor was sufficient to support it.

Meeting adjourned at 7:36pm.

Minutes submitted by Tad Putney.