



## 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 Monday, November 9th, 2020*

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

**Eddie** called the meeting to order at 6:32pm. He said we were meeting according to the existing Emergency Orders related to COVID-19 and asked all members to state why they were meeting remotely, where they were located and who, if anyone, was in the room with them. All members responded.

#### Minutes

*Dana moved, seconded by Brian, to approve the October 29th meeting minutes as written; Roll call vote Yes 6-0.*

#### Update on Cistern

**Tad** said he shared the system engineer's letter regarding cistern size with **Jay Kramarczyk** and then the engineer and **Jay** had a call last week. **Tad** said as a result of the call the cistern size has been reduced from 45,000 gallons to 30,000 gallons. He said it will still be located on the outside of the building – on its north side – and will use the foundation wall as part of the cistern to save money. Members expressed their appreciation for **Jay's** continued assistance on the project.

#### Energy Efficiency Review

**Tad** said he has had conversations with **Matt Siska** of GDS Associates regarding the building's energy efficiency. **Tad** said **Matt** has reviewed the preliminary MEP plans and said he was very pleased with the building's design from an energy efficiency standpoint. He said lighting will be eligible for incentives and **Tad** said he forwarded the latest lighting plan to **Matt** earlier in the day for his review and guidance.

#### Review of Preliminary Presentation

**Eddie** suggested pictures should be added as well as color to make the presentation more professional. **Brian** suggested adding the cost of current and future equipment that will be protected in the building. **Tad** suggested developing speakers notes that can be used by the various people making the presentation to groups. **Eddie** noted the picture of the facility in Vermont is similar, but a placeholder for a conceptual image that **Kurt** should provide for our building. **Cindy** suggested for now just noting that the picture is of a similar building, but not ours. Members discussed adding a slide that covers the "results of a 'yes' vote". **Dana** suggested the bullet stating "the need will not go away" stands on its own and the rest of the bullet can be eliminated. It was suggested that another bullet be changed to read "rainy/bad

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weather days impact employee efficiency”. **Tad** outlined the content of a slide on bond costs and tax impact. **Eddie** and **Brian** said they like the slide’s information. **Brian** suggested changing “Incremental Tax Impact” to “Bond Tax Impact”. **Eddie** suggested adding more to the slide on “Alternative Approach”. **Tad** suggested adding information about the existing facility on Route 13 that was considered last year. Members agreed. **Brian** said he would like to have the 3-D model as the last slide in the presentation. Others agreed. **Cindy** said she will be meeting with the students about the model on Wednesday. **Cindy** shared an improved template with the presentation’s content. She will email it to members later tonight. **Brian** suggested adding a slide at the beginning of the presentation with the site plan, so residents can see where the facility will be located.

**Next Meeting**

It was agreed that the next meeting will be on Tuesday, November 17<sup>th</sup> beginning at 6:30pm and will be conducted via Zoom.

Meeting adjourned at 7:21pm.

Minutes submitted by Tad Putney.