



TOWN OF BROOKLINE, NEW HAMPSHIRE

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Minutes BPW Building Committee Tuesday, December 8th, 2020

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

Eddie called the meeting to order at 6:34pm. 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 Cindy, to approve the December 1st meeting minutes as written; Roll call vote Yes 5-0.

High School 3-D Effort

Cindy said she has reached out to the students and will be meeting with them on Thursday.

Brian joined the meeting at 6:39pm and said he was participating remotely due to social distancing and was at home and alone in the room.

Architectural Rendering

Tad said **Kurt** can do an exterior rendering in about two weeks. He said it will include 3-4 rough versions for review by the committee and then a single final rendering. ***Cindy moved, seconded by Tad, to authorize Lauer Architects to do an exterior rendering for \$1,600; Roll Call Vote Yes 6-0.***

Monitor Wells - Proposal

Tad shared the proposal for the two monitoring wells from NH Boring for a total of \$2,520.

Eddie said maybe we could save \$2,500 by having the site excavator do the wells while it is here. **Cindy** suggested asking the site contractor, once selected, if they can do it. **Dana** said she thinks it is best for NH Boring to do it as they are the experts and it will cost us either way.

Cindy said we should ask the selected site contractor for a quote to do the wells once the vendor has been selected and we can then compare the proposals.

Energy Efficiency Update

Tad shared an email from **Matt** at GDS confirming that his firm's assistance on energy efficiency will be at no cost to the town. He said **Matt's** work is about done and then the energy analysis will be sent to Eversource for their review and input. **Tad** said at the end of the project,

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Eversource comes to confirm the energy efficient devices have been installed and sign off on the incentives. **Cindy** said the outlined approach is just what she has seen in other projects.

Speaker's Notes

Eddie walked members through updated speakers notes. He noted that **Mark Fessenden** said taxpayers often focus on tax impact and a picture of the building, so it would be good to have both slides near the end of the presentation. There was discussion about avoiding items in the bond that will not last 20 years in order to save financing costs. Members estimated \$5,000 to \$10,000 in furnishings for the new building and suggested such a figure should be added to the 2021 operating budget. We can note the funds will not be spent if the bond is not approved.

Tad was asked to have **Kurt** try to include the salt shed in at least one of the exterior renderings. **Tad** said he will prepare speaker's notes for the bonding slide. **Dana** asked if the bonding slide includes future CIP bonds. **Tad** said he will check.

Review FAQs

Tad reviewed his answer to the question about estimated annual costs for the building.

Members liked having the level of detail for the written response, but figured less detail would be provided in a video format. **Mike** said he would put his drafted responses to the other FAQs in sentence format rather than bullets.

Promotional Video

Brian said he is looking at drafting a script for the video. **Tad** said he would ask **Dave Pease** if he would be able to assist with filming and editing. **Brian** said he will work on the script over the next week.

Other Updates

Tad said he and **Mike** participated in an impromptu call earlier in the day with the design team regarding the sprinkler pump room. He said that a diesel pump needs to be directly over the water source. As a result, we relocated the pump room to a shed room on the outside northeast corner of the building. **Tad** said this places the pump right over the cistern and also eliminates the need for a back door on the building and reduces the length of sidewalk to it. He also said that the locker room could be expanded to take up the room that had been reserved for the pump room. Members agreed to use the added space for the locker room and keep the mechanical room where it is located.

Next Meeting

It was agreed that the next meeting will be on Thursday, December 17th beginning at 6:30 via Zoom. It will focus on a dry run of the presentation and further discussion of the video and FAQs. The following meeting will be on Tuesday, December 22nd and begin at 6:30. **Tad** said North Mason Road residents located between the Transfer Station and Route 13 will be invited to attend that meeting starting at 7pm.

Meeting adjourned at 7:52pm. Minutes submitted by Tad Putney.