

Joint Facilities Committee

Thursday January 17th, 2019

6:00pm Enfield Town Hall- Thompsonville Room

1. Call to Order

6:01pm

2. Roll Call

Present: Bob Cressotti, Wendy Costa, Walter Kruzel, Doug Maxellon, Tim Neville, Bethany Ouellette, Charlotte Riley, Scott Ryder, Donna Szewczak, Melissa Everett(6:15)

Absent: Tom Arnone, Joe Muller, Chris Cykley, Gregg Gabinelle

3. Approval of Minutes

Motion to change approval to December 20th minutes on agenda by Tim, second by Doug, all in favor.

Motion to approve December 20th minutes by Tim, second by Doug and all in favor
Table January 3rd minutes.

4. Special Guests

None

5. Old Business

A. Henry Barnard Partial Roof Replacement

Walter- I guess we are waiting on final inspection on that?

Doug- They had a punch list they were going to take care of. They have to finish that and the town will sign off.

Walter- If Chris comes we can get a better update, if not we can put it on the next agenda.

B. Town Facility Use and Consolidation Assessment

Donald- The RFP is in the Finance department right now for review. After Finance does their review it goes back to DPW for correction from Finance and then back to Finance to be Okayed. Then it goes to the Town Attorney, they do their comments and reviews then we incorporate that back into the document, then it goes back to Finance and John Wilcox approves it. It is being submitted to the Town Attorney tomorrow which it technically out of order but then it will go to Finance and hopefully we will have this done and on the street possibly by next Thursday or Friday.

Doug- Not to step back but Scott sent me the charge that we are operating under here and it says all town properties. I know we cut this down to a handful of buildings but if we have a consultant coming in we should have all the town properties evaluated and see. It says town used municipal properties.

Charlotte- Are you talking properties as in land?

Doug- Both.

Scott- Do we have enough money to do the land?

Doug- To me we are only having this person evaluate a small snapshot of this town. The charge says we should be looking at all town owned municipal properties.

Charlotte- Gregg looked at other RFP/Q's when he did the draft, could he see the price?

Tim- I would rather them say we can't do it for that amount of money or have them say it would take x amount of money more to do all properties.

Doug- If it is over our budget we go back to council and say if we want to continue with this we have our designer and we need x more dollars. They can allot if as long as they don't exceed the \$600,000. If we are only doing a snapshot, we are not doing what council asked.

Donald- Right now there are 17 buildings included. We can have these as a core or a base and add on those other buildings as alternates or the person would have to accept everything.

Doug- Public works knows what needs to be done in those 17 buildings right now, basically. So why are we hiring a consultant to tell us what needs to be done in these buildings?

Donald- It is not just what needs to be done but what we can do with them. We don't have the time and expertise to do a study.

Doug- We are saying look at these 17 buildings but we have another 15 buildings that we don't have the money to look at yet. To look at the big picture you need all the buildings and land that the town owns. We are the second largest property owner in Enfield that we are responsible for taxes on.

Bob- My understanding is that we are going to send this out on the 17 buildings. We do need to find out what can these buildings be used for.

Doug- What if there is a building in the 15 pile that could be used to swap out with something in the 17 pile, we won't know. We started at 34 or so buildings and it widdled down.

Wendy- We started by taking out the High school, JFK and then all schools.

Bob- So we should throw everything back in the mix.

Doug- Except a select few like the high school and JFK and other schools that the Board of Education is working with. We won't end up with the results of what the charge is asking for if we don't include everything.

Tim- We have all this land that should be gotten rid of and on the tax rolls.

Walter- We are narrowed down to 17 buildings and now the question is now that Scott sent out the charge that why can't we add the town property.

Donna- This committee was formed because the referendum failed, performance contract and facilities (the buildings) that is our Bible. It was formed to figure out how to fix the problems that were brought out in the SBS report. It is not here to look at open space.

Doug- That is not what the charge says though.

Donna- Adding vacant properties is going to collapse this committee under its own weight.

Doug- We don't want to change the charge what we want to do is modify the RFQ.

Tim- We are bound by the charge that was given to the committee.

Donald- You can leave these core 17 buildings and have an add alternate for the other 15 and get a price for the core and then add alternate.

Walter- Schools were taken out. Water pollution control is out, transfer station is out, Village center is out, School Street is out, Old Town Hall is out.

Donna- The add alternate would give us the price we need should the council come up with funding to do the whole thing. Historic buildings are gone and schools and the referendum passed schools. The Strand should be included.

Doug- We are trying to do stuff and other departments have projects going on too. We need to sync together.

Tim- At the very least we should add the Strand to the list, anything else?

We need a plan to do maintenance so we don't get in this situation again and to find a way to do it in a disciplined way where it becomes an automatic part of our annual budget process.

We need to get this RFP/Q out so that they can look at this.

Doug- Why is the Transfer station out?

Donald- There be some economy of scale to do the add alternates.

Bethany - The Strand and adjacent properties should be considered.

Tim- If we look at the transfer station we have a placed that is partially capped or going to be capped at some point, solar use should go to the consultant to.

Donna- We are asking the person to look at the structures of the building and what we can offer inside those buildings. The building that are kept we will then get an in depth maintenance plan for.

*Consensus to add The Strand

Donald- We will add The Strand to make the base 18 buildings and then we need a list of alternates.

Walter- Add School Street, Nathan Hale, Transfer Station to the alternates list.

Tim- Why don't we just make it 21 if we only have 3 alternates.

Doug- Yes, if we go over we go to council and say we need x amount.

Donald- I will change this to 21 buildings and get this to Finance tomorrow.

C. JFK PCB Management Plan

Quarterly testing is being done. Nothing new to report Gregg not present at this meeting.

D. Energy Performance Contract

Still tabled

E. Roof Management Plan

Donna- Does DPW have within its budget the money to hire the architect to do Henry Barnard? This committee decided they want to finish Henry Barnard. When we get money back from state if it came from DPW it should go back to DPW. If we get money from the general fund it will have to go into the general fund.

Tim- It is the 17th of January so where are we at?

Donna- We are trying to fill seats on the council and we should be all set on Tuesday.

Tim- We need to keep deadlines or the roofs will not get done.

Doug- We can put out an RFQ for an architect if DPW has the funds. We have to do an RFQ to get reimbursed by the state and get 3 bids.

F. Joint Facilities Committee Communications

Scott- We can't have access to the town's website.

Donna- Can we have a link in the website that goes to a secondary site that you would manage?

Scott- I don't know. I would need a budget to reserve a URL and to host the website. About \$100 a year and to add an email or we could do a Facebook page for free. More people are on Facebook anyway. I'm not a town employee so I can't have access to the town website. This is as of December 31st.

6. New Business

None

7. Committee Comments

Doug- Just an FYI I will be out until March.

Scott- Per the charge there are 4 Town Councils, 4 Board of Ed, and 4 electrets

Melissa- Some future agenda I would like to discuss Clean Energy.

Scott- We need more guests to coordinate with.

8. Set Next Date

2/7/19 at 6:00pm at Town Hall

9. Adjournment

Motion by Tim, second by Wendy at 7:06pm