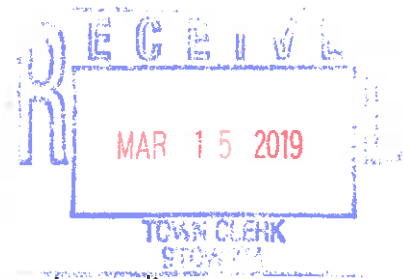


**Capital Planning Committee**

February 28, 2019

Town Building



Present: Steve Jelinek, Chair, Peter McManus, James Salvie, Ed Deluca, Dave Arsenault

Mr. Jelinek called the meeting to order at 7:32 p.m.

A. Minutes

Mr. Arsenault moved approval of the minutes of February 14, 2019 as amended. Mr. Deluca seconded the motion. Mr. Salvie and Mr. McManus abstained as they were not present. Mr. Jelinek, Mr. Arsenault, and Mr. Deluca all voted in favor.

Mr. Jelinek officially welcomed Mr. McManus, the new Finance Committee representative, to the Committee.

B. Building Inspector

The Committee met with Building Inspector Craig Martin about his fiscal 2020 requests.

*Old Crescent Street Fire Station*

Mr. Martin described the problems at the old Crescent Street Fire Station. The main oil burning furnace is near its end, and smaller gas fired burners in the bay area and upstairs are venting toxic fumes. He has set up temporary furnaces in the bay area and upstairs. He originally proposed replacing the main furnace and the burners. He has brought this prospective cost down from \$60K to \$47,500 using money originally set aside for an emergency generator. After questioning from the Committee he thought he could get by with replacing the main furnace for the office and bunk area and keeping the temporary furnace he has set up in the bay area. This would reduce the total cost to \$35K, and with the same savings of \$12.5K, a net outlay this year of \$22.5K.

*Town Building HVAC.*

Town Meeting last year approved design funds for this project and construction was estimated at between \$400K and \$560K, and Craig has been carrying it at the low end of that estimate. A new construction estimate has placed construction at about \$800K.

There are two heating and cooling systems in Town Building, forced hot air and a forced hot water. The project is primarily about replacing the two burners, plus piping associated with them. There will be some replacement or work in hot air ducts as well. The project is intended to remedy the lack of control that the building has experienced and also make it more efficient through re-heating.

Craig presented a very detailed construction estimate and Mr. Jelinek suggested revisiting this issue when the Committee has had some time to study those materials.

### C. Randall Library

The Committee met with Tim Reed, chair of the Randall Library Trustees, and Melissa Fournier, library director, about the request for \$40K for design funds for a replacement to the circa 1976 portion of the library. Mr. Reed said the amount of this request was only \$40K because considerable engineering had been done several years earlier but that "programming has changed."

Mr. Reed described the history of the efforts to replace this section of the Library and its current problems. He emphasized the need for a new elevator, described the inadequate handicapped access, and he and Ms. Fournier described repeated water leaks. Mr. Reed said that the Town spends between \$100K and \$150K each year on capital maintenance and several members of the Committee asked for details on those numbers.

Mr. Martin was present for the discussion and described somewhat different conditions, particularly with respect to the water leaks. He said that this portion of the library is partially underground so water will always be an issue. He said, however, that work several years ago to remedy the "marriage" between the circa 1976 and 1892 portions of the library had been successful, and the underground air ducts had been closed off. He said there are occasional leaks but there has not been one for a long time, but Ms. Fournier and Mr. Reed maintain that the glass ceiling in the childrens' library area leaks frequently. There were statements from Mr. Fournier about unhealthy air quality, and Mr. Martin and Mr. Salvie described an Indoor Air Quality report (from about two years ago) that described conditions similar to those outside except for slightly elevated levels of two types of fungi. Mr. Martin said that a new IAQ report was being performed. The Committee asked for more detail on the maintenance figures and tabled this topic.

### D. Nashoba Regional School District

The Committee met with Pat Maroney of the NRSD facilities department and \_\_\_\_\_ who discussed the several capital items that the NRSD is requesting for fiscal 2020. Mr. Jelinek asked the representatives to put their summary in order of priority.

- a. The repairs and replacements to the Hale water sanitary and alarm system is the district's highest priority capital request. This item is \$61K for a "call out" alarm system and some piping replacement. The DEP has notified the district that its pH alarm system is inadequate because it does not "call out" when pH levels rise (presently, the only indicator is a red light). The DEP is threatening fines. The estimate on this item is fairly thin and Mr. Jelinek asked for more information.
- b. The compressor replacements for mini-splits at Hale are the next priority. Two compressors have failed. The committee questioned why the compressors lasted only 4 to 5 years (since the min-splits were installed) and asked the representatives to look into potential warranty recourse.
- c. The repeaters that are requested are public safety enhancements and is a district wide project. Currently, in the event of an emergency, the principals of each building can communicate with the central office only. With the repeaters they could communicate with each other as well as, most importantly, local public safety. The representatives said that local public safety officials were aware and supportive. This project includes approximately \$10,733 for new hardware and \$1300 for software licenses.
- d. The security upgrades at Center School are essentially to install more security cameras and to obtain a larger server to store the additional video feed. The Committee members inquired

about options such as cloud storage and the representatives said they had considered that but would provide more detail.

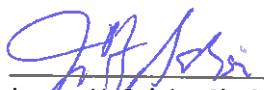
- e. The security upgrades requested at Hale School are similar but on a slightly smaller scale.
- f. The request for replacing the carpet in the Hale Library stems from a project to "re-tool" the library. The desks and bookshelves are being re-arranged. In response to committee members' concerns that in a difficult capital year this looked like a "want" and not a "need," the representatives said that the carpet is very old (from the 1997 renovation) and differences in wear and light damage will make it look ridiculous when the large pieces of furniture are moved.
- g. There was a brief discussion of the district's desire for an internally lit sign for Hale but the representatives were reminded that Stow lighting by-laws prohibit internally lit signs. They said they would look into this.

The Committee members thanked the representatives for their time and looked forward to the follow up on the designated items.

Mr. Jelinek noted that at the Committee's next meeting it would meet with representatives of the Community Preservation Committee, the Planning Board and the Police Department.

There being no further business properly before the Committee, at 9:35 p.m. Mr. Arseneault moved to adjourn, Mr. McManus seconded, and all voted in favor.

Respectfully submitted,

  
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James H. Salvie, Clerk