



TOWN OF BROOKLINE, NEW HAMPSHIRE

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Minutes DPW Building Committee Tuesday, June 30th, 2020

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

Eddie called the meeting to order at 7:00pm.

Minutes

Brian moved, seconded by Mike, to approve the June 23rd meeting minutes as written; Voted Yes 7-0.

Update on Call with Design Team

Tad said he and **Cindy** participated in a 45-minute call with **Roland** from North Branch, **Kurt**, the architect, and **Richard**, the mechanical engineer, on June 24th. He said it was a very useful call and demonstrated excellent coordination between the team members. **Tad** said **Kurt** noted concern about the location of the CO2 fan at the back of the building as well as three condensers given the potential damage to them from snow coming off the roof. **Tad** said there was agreement to move the fan to the south side of the building and **Richard** will move the condensers to the north side. It was noted some additional discussion on the fan's location may be warranted in the future to ensure it works well in its eventual location.

Tad said it was noted no propane tank was on the plans and it was agreed to place it on the north side of the building for easy access and proximity to the generator. **Dana** asked about the size of the tank and **Tad** said there was discussion of having it 1,000 gallons. **Eddie** suggested going larger. **Todd** suggested we buy the tank so we have control over it, not the supplier. **Todd** also suggested 1,000 gallons as a minimum and we may want two 1,000-gallon tanks.

Tad said there was significant discussion about the size of the mechanical room and **Richard** felt he needed to expand it by about two feet. **Tad** said he told them to plan for a water softener and reverse osmosis system for radon mitigation in the event they are needed. He said a revised plan was provided by the architect later the day of the call that accounted for the expanded mechanical room and he had forwarded it to committee members.

Tad said there was no oil/water separator on the plans, so **Roland** will add it for the GMP.

As for the salt shed, **Tad** said he advised the team that we are pursuing a clear span approach which will reduce costs. He also said he advised that we are planning on an asphalt base under the salt shed and that we will need to run basic power to it for lighting.

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Tad said he confirmed that we are not going to be sizing the generator to be able to run parts of the Transfer Station, but rather only the DPW facility. It was agreed if the Transfer Station does not have power, it will be closed.

Tad said he asked **Richard** to provide an estimated range of monthly or annual electric usage. **Richard** said he does not normally do it, but will. **Tad** said this will assist in estimating annual operating costs.

Tad said **Roland** had asked **Mike** to forward him the names of any additional local contractors who we want included when he sends out Requests for Bids.

Tad advised that **Roland** said he would have the GMP by the beginning of August. **Tad** explained that given the GMP is a figure we can hold them to, they want to go out to bid for real numbers. **Roland** had advised this is a busy time for contractors between both vacations and business.

Tad confirmed that he asked that an allowance be added for a sprinkler system.

Cindy said she asked whether a project schedule would be included with the GMP and **Roland** had replied that it will.

Mike said that **Ben** from Mont Vernon will come to the next meeting to share his ongoing costs for his building, so we can start to get a sense for our building.

Statement of Need

Todd provided a revised Statement of Need, which incorporated revisions discussed at the last meeting. Members provided further input. **Tad** asked how many DPW garages have been visited over the past year. **Mike** listed about 12 facilities he has seen. **Dana** said she would like to share the Statement of Need with her daughter who may offer additional suggestions given her professional focus on communications/messaging.

Forestry Plan for Site

Todd said he has had challenges getting his forestry contact to Brookline and asked if **Dana** would be willing to pursue her contact at the UNH Cooperative Extension. She said yes. **Dana** suggested we may also want to get input from **Dean Chappell**. **Mike** said he would reach out to other area loggers for their input.

Quotes for the Salt Shed

Mike said he has not yet received additional quotes yet.

Schedule Next Meeting

It was decided the next meeting will be held at 7pm on July 15th at the Town Hall.

Meeting adjourned at 7:50pm.

Minutes submitted by Tad Putney.