



## TOWN OF BROOKLINE, NEW HAMPSHIRE

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### *Minutes DPW Building Committee Tuesday, July 28th, 2020*

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

**Eddie** called the meeting to order at 7:03pm.

#### Minutes

**Mike moved, seconded by Brian, to approve the July 22nd meeting minutes as written; Voted Yes 4-0-1; Dana abstained.**

#### Update on Septic Plan

**Mike** said the design of the septic system is included in the scope and fee estimate Fieldstone provided last year. He said they have advised it will take 2-3 weeks to complete. **Eddie** suggested **Mike** follow-up with them to get a specific date for delivery of the plans.

#### NorthBranch Site Visit

**Mike** said last week NorthBranch held a site visit for potential contractors. He said the meeting was attended by **Roland** from NorthBranch, **Mike, Cindy** and **Eddie** from the committee and **Jerry Farwell** who was the one contractor in attendance. **Mike** said that they were advised a number of contractors had received the bid package and attendees completed a brief walk through the woods. Later in the meeting **Dana** asked about the expected timing of the Guaranteed Maximum Price (GMP). **Eddie** said at the site walk **Roland** said the bids were due at the end of the first week in August and he would have the GMP to the town a day or two later.

#### Primex Guidance on Sprinkler System

**Eddie** said Primex, our insurer, has provided guidance (see attached) on whether a sprinkler system is required and if its absence would impact our insurance premiums. He said their guidance is that a sprinkler system is highly recommended in order to protect both the town's investment and continuation of public works operations. He noted the absence of a system would not increase our premium, unless we had a claim. **Dana** said if we spend the money on the building, we should do the right thing and have a sprinkler system. **Brian** suggested calculating the total cost of the equipment that will be in the building – and protected by such a system. **Tad** asked **Dana** if she is not in favor of a “dry” system that could be substantially less cost. She said “no” as it does not provide quick enough fire suppression. **Tad** noted the Primex guidance said a fire can double in size every minute and even with a 24/7 alarm system, it could take 10-15 minutes for trucks to arrive on scene. **Eddie** and **Brian** said they would like to see the GMP, including the allowance for a sprinkler system, before deciding on whether they would support including it in the project. **Tad** said we may want to have the architect and

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systems designer aware of the possibility of a sprinkler system sooner than later so we are not playing catch-up on design at a later point. **Mike** said he would reach out to **Roland, Kurt** and **Richard** about the design of a sprinkler system, so we can get an idea of the cost of design, get the ball rolling on it, and have a better idea of the total cost of the system.

**Draft Interim Report for Selectboard and Finance Committee**

Members outlined items for inclusion in an interim report. **Dana** and **Tad** will work on it and circulate a draft to members in advance of the next meeting.

**Other Business**

None.

**Schedule Next Meeting**

It was decided the next meeting will be held at 7pm on August 4th at the Town Hall. Agenda items will include:

- Review draft of interim report
- Update from NH DES on wash bay
- Update on fire suppression system
- Start drafting public outreach plan

Meeting adjourned at 8:12pm.

Minutes submitted by Tad Putney.

## Email Exchange with Primex Re Sprinkler System

Hi Tad:

As always, thanks very much for your inquiry and attention to risk management!

Regarding the Town's proposed DPW Facility, yes Primex would definitely recommend a Fire Alarm, Fire Sprinkler System and burglar alarm to better protect the Town's investment. As a matter of fact, Primex initiated a DPW Fire Safety Audit process which began in early 2019. The audit was conducted at all Primex member DPW facilities to provide information for Town's to evaluate, so all DPW facilities and Fleet vehicles would be properly protected. The DPW Initiative was driven by several catastrophic claims that have occurred in NH-DPW facilities over the past several years. You probably are aware of the Henniker DPW total loss (in excess of 1.5million as I recall) and a similar loss in the Town of Hopkinton. In addition, other Primex DPW members have had large scale losses in excess of several hundred thousand dollars per claim. By way of an example, the Town of Henniker was not a PL member at the time of their DPW loss. Though that incident carried an estimate of over 1.5 million, the Town (again going by memory) received approx. \$700K. This amount was supposed to cover the cost of facility and fleet replacement. I'm sure you're understanding where I'm going with this!! The cost of a new Road Grader in today's dollars (depending on model and accessories) is north of \$450K alone!! Not to mention the fact that even a "relatively inexpensive" 6 or 10 wheel dump truck will go in excess of \$100K.

It should be noted that the DPW audit carries "**recommendations**" that is a Town's decision to implement or not. Since the Town of Brookline did not have a facility, a DPW Fire Safety Audit was not conducted.

Here's the real concern for us....if the Town of Brookline (like Henniker) suffers a catastrophic loss (facility & fleet), we would certainly pay the claim based on our coverage document. However, the Town of Brookline could be without vehicles for over a year in some cases. Most dump trucks arrive a year or more after order. Specialty equipment can take even longer. In our opinion, the facility is secondary, because if you can save the fleet, at least roadway operations can be conducted, perhaps in a more limited way.

Most of the fires we have seen were due to short circuits in vehicle electrical & electronic systems that are parked inside of a facility. Again, with no early warning system, it does not take long for a large scale loss to occur. Fires typically double in size every minute! Now add other items like close proximity of vehicles parked together, fuels, solvents, combustible items, wood structures, containers etc.

The decision, to provide protection systems or not will have no impact on the cost of coverage. We do recommend that all applicable codes, standards and local ordinances are taken into consideration prior to awarding a contract. However, if a catastrophic loss were to occur, it is a mathematical certainty that the Town's cost of coverage would be negatively impacted. Since we base your coverage on losses over a five year period, a serious loss would be carried on your performance average for a total of five years. That potential increase alone would likely offset the cost of fire protection.

Tad, you may want to discuss with the Town of Mason which implemented several of my recommendations as a result of the DPW Fire Audit I conducted for them. For additional background information, feel free to reach out to Kyle Fox-DPW Director for the Town of Merrimack. They recently refurbished one building and built a new facility for storage and repair of their vehicles. The Town of Hopkinton (**old facility lost by fire**) and the Town of Mason have relatively new facilities. These three communities have very different facilities and they can let you know the size and approximate cost per Sq. Ft., type of facility, protection systems on site, etc. Information that may prove valuable for your planning purposes.

I have also attached the materials that were used for our DPW Fire Safety Audit. Feel free to use the "Bulletin" and 5 page DPW checklist as background information for additional planning purposes.

**In closing, Primex is of the opinion, that a DPW Facility and Fleet are important assets to the Town and are a significant investment that should have the highest levels of protection. Typically, the cost of a claim far outweighs the cost of prevention!**

As always, feel free to contact me anytime.

Best regards  
Phil

Phil St. Cyr, Risk Management Consultant

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<https://link.edgepilot.com/s/f2a666ec/hJ8wg3OMJ0KWaUqrnjALhg?u=http://www.nhprimex.org/>

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**From:** Tad Putney <[tputney@brooklinenh.us](mailto:tputney@brooklinenh.us)>

**Sent:** Thursday, July 23, 2020 2:33 PM

**To:** Philip St. Cyr <[pstcyr@nhprimex.org](mailto:pstcyr@nhprimex.org)>

**Subject:** DPW Garage Question

Phil:

Brookline is in the planning stages for a DPW garage that is expected to go to voters in March. We currently do not have any building for our DPW.

A review of the fire code has found that a sprinkler system is not required for the building size we are planning. As you know a sprinkler system comes with a hefty price, should we opt to put it in place.

I wanted to reach out to you on the topic of including (or not) a sprinkler system in the garage. I can imagine Primex would prefer that it be sprinkled for obvious reasons.

Is it a requirement for coverage?

We are looking at a lower cost alternative that would include a 24/7 fire alarm (I think required) and the installation of "dry" sprinkler system. In the event of a fire, the first truck on scene ties into the standpipe and feeds the building's sprinkler system. This alternative avoids the substantial costs of a cistern and pump, however.

Can you advise of any cost or coverage impacts to our P&C coverage if:

- We have no sprinkler system
- We have a dry sprinkler system
- We have a fully functional sprinkler system

Any other comments on the topic would be welcome as well.

Thanks in advance.

*Tad Putney  
Town Administrator, Brookline*

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