



## TOWN OF BROOKLINE, NEW HAMPSHIRE

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### *Minutes BPW Building Committee Tuesday, December 1st, 2020*

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

**Eddie** called the meeting to order at 6:32pm. 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

*Brian moved, seconded by Dana, to approve the November 17th meeting minutes as written; Roll call vote Yes 7-0.*

#### Guaranteed Maximum Price (GMP)

**Tad** shared an email from **Roland** at North Branch advising that the request for bids went out on Monday and that the GMP will be available on December 21<sup>st</sup>. **Tad** said there was a slight delay while the site engineer added a pole light to assist with lighting of the parking lot and the area in front of the salt shed. **Cindy** asked if we had a link with the request for bids from **Roland**. **Tad** said no, but he would reach out for it.

#### Preliminary Presentation with Selected Residents

**Eddie** said he has prepared speakers notes for the presentation. He said that he and **Todd** met with **Ann Somers, Loring Webster, Mark** and **Bonnie Fessenden** last Tuesday via Zoom. **Eddie** said there were some technical issues with the audio/video. He said there was interest in monitoring wells and it was suggested the topic be added to the presentation. It was also suggested that the highway block grant be discussed as a source of funding for future capital purchases. **Eddie** said there was discussion about the growth of the department's equipment as lane miles are added. **Mike** said he sees the building as being sufficient for the next 20 years. **Eddie** said it was suggested we add current interest rate information and the annual highway budget to the presentation. He said it was also suggested that furniture and appliances that will not last 20 years not be paid for from bond proceeds as we should avoid paying interest for 20 years on items that will not last that long. It was recommended that these items be paid for outside of the bond proceeds. It was suggested that the major bullet points for the project be printed off for people to access as a "takeaway" at the Town Hall and for residents to have at town meeting. **Todd** said the presentation was well received by the attendees.

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**Dana** suggested contacting North Mason Road residents who will be impacted by the project, so they can be aware and be given a chance to share their questions and concerns. Other members agreed. **Mike** will draft a letter for residents located on the road east of the Transfer Station and they will be invited to join an upcoming Zoom meeting.

**Tad** said he was interested in modifying the presentation's table on bond payments into a bar chart. **Cindy** said she may be able to assist.

**Eddie** said he would share the speakers notes with members. **Eddie** said we should add a picture on slide #5 of some equipment being stored outside at the Transfer Station.

**Monitoring Wells**

**Tad** said **Jay Chrystal** suggested two locations for monitoring wells – one near the entrance to the facility and one about 50 feet from the southeast corner of the building. **Tad** said these two locations would monitor the groundwater between the facility and the nearby river. He noted there is currently a monitoring well just south of the current salt shed. **Eddie** said **Mark Fessenden** believes it is important to have both baseline and annual water testing. **Dana** asked how much the wells and testing will cost. **Todd** said he estimates \$3,000 to \$5,000 per well. **Tad** said he would reach out to **Jay** for a cost estimate of the wells. **Tad** said we currently pay about \$1,400 for annual testing on four wells at the Transfer Station and figures it could be about \$500 per year for two additional wells. **Eddie** said he would review the map with the proposed monitoring well locations with **Mark Fessenden**.

**Architectural Rendering**

**Tad** shared an email from the architect with an estimated cost of \$1,600 for an exterior rendering of the building. **Cindy** said the high school students will provide a simple 3-D model. It was agreed that members will see what the students produce and then determine if a rendering by the architect is advisable.

**Impact Fees**

**Tad** said the question had been raised whether an impact fee would be imposed to help cover the cost of the new building. He shared an email from **Chris Drescher** advising against the use of an impact fee for the building. Members agreed that an impact fee would not be pursued based on the guidance.

**Frequently Asked Questions**

**Eddie** said he thinks all of the submitted questions are good ones. He said we could use a video interview as a way to answer them. **Tad** said he will draft an answer for the first question and **Mike** said he will address the other questions. It was agreed we will include a discussion of a video on the next meeting agenda.

**Next Meeting Dates**

It was agreed the next meetings will be on December 8<sup>th</sup>, 17<sup>th</sup> and 22<sup>nd</sup> with all meetings beginning at 6:30pm and being held via Zoom. The agenda for the meeting on December 17<sup>th</sup> will include invited North Mason Road residents beginning at 7pm.

Meeting adjourned at 7:41pm. Minutes submitted by Tad Putney.