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**TOWN OF
BROOKLINE, NEW HAMPSHIRE
BPW BUILDING COMMITTEE**

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*Minutes
BPW Building Committee
Thursday, January 14, 2021*

Members present via Zoom: Eddie Arnold, Mike Wenrich, Cindy LaCroix, Todd Croteau, Dana Ketchen and Brian Rater. Also attending was resident Peter Cook.

Eddie called the meeting to order at 6:34 and said we were meeting under Executive Orders which allow for remote meetings. Members all stated where they were located and that they were participating remotely due to COVID-19.

Minutes

Motion by Dana to accept previous meeting minutes, 2nd by Todd; Roll Call Vote Yes 6-0.

Video Comments

Dana said the road agent “didn’t work” comment wasn’t favorable and should be edited or deleted. **Brian** said when talking about future vehicles, it could be helpful to include shots of what those vehicles look like. **Dana** said the video possibly felt too long and we need to make sure dollar figures are on-point.

Delay of Town Meeting

Eddie said March 24th is currently the possible meeting date. **Peter Cook** asked about how town spending works without an approved budget and with the meeting delayed. **Eddie** read an email from **Roland** regarding how moving town meeting could create the need to go out for a new bid for a GMP due to the 90-day bid window being exceeded. **Cindy** said seasonal impacts of pushing the project back could adversely impact pricing from vendors. **Eddie** said he will bring the committee’s concerns to the Selectboard.

Updated GMP and Contingencies

Eddie reviewed the impacts of the voted on changes/reductions from last week’s meeting. He reviewed **Roland**’s email about introducing an owner’s contingency and an email from **Tad** suggesting using 3%. ***Dana moved to not accept/include this contingency at all, 2nd by Mike for discussion.*** **Cindy** described how this contingency is an owner’s contingency while the other contingency is for North Branch. **Eddie** suggested we could try to eliminate the blasting contingency and instead use monies allocated to this new owner’s contingency if blasting ends up being necessary. **Cindy** said in general we are looking for this blasting contingency to not be factored into the GMP. There was lots of discussion of moving contingency monies. ***Roll Call Vote on the motion was 4-2 No (Dana and Eddie voting “Yes”; other members in attendance voting “No”).*** Topic to be discussed further.

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Discuss Savings of Having the Facility

Eddie gave an overview of the backhoe rental and sand hut rental going away once we have a facility. He said we pay \$1,500 per month, for five months a year, to rent the current sand shed and \$750 per month, for five months a year, to rent the backhoe that is used at the Transfer Station to load salt. **Todd** said there will be less than a 10-year payback on the in-house sand shed based on the approximate \$100,000 price tag of that structure. **Dana** wants to see a new FAQ added to make this point more prominent. She added she wants to make sure this project isn't presented in a threatening way. **Mike Kimball**, Shady Rock Road, asked how having the salt shed would negate the need for a second backhoe. **Mike** addressed the question.

PowerPoint Report Update

Eddie provided an overview of the slide comparing annual bond payments. **Brian** said we should ensure we are prepared to answer a potential question of why the bond for the Martin-Austin property isn't included. **Peter Cook** proposed a change to how the colors are displayed for the bond payments and specifically moving the DPW bond to the top instead of the bottom of the bars. **Dana** agreed. **Cindy** explained why the current format was chosen and displayed an alternative color option. **Mike Kimball** asked when this information would be provided to the public. **Eddie** addressed the timetable and said work is still to be done. **Dana** said she wants us to be prepared to answer other questions regarding what would happen in the event of a "no" vote.

Westford Facility Visit

Todd, Mike, and Eddie visited the Westford public works facility today. They said the facility was planned for build out of Westford. They said the 2006 building of the facility cost \$13 million. **Mike Kimball** asked why we are looking at other towns DPW facilities. **Mike** and **Eddie** responded to the question.

Next Meeting

The next meeting was set for Tuesday, January 19, 2021 at 6:30pm via Zoom.

Adjourned at 8:07.

Minutes submitted by Mike Wenrich.