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

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*Minutes  
BPW Building Committee  
Thursday, January 28, 2021*

Members present via Zoom: Eddie Arnold, Mike Wenrich, Cindy LaCroix, Todd Croteau, Dana Ketchen, and Tad Putney.

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

**Dana moved, seconded by Mike, to accept the January 19th meeting minutes as written; Roll Call Vote Yes 6-0.**

**Bond Hearing**

**Eddie** said the BPW building bond hearing will be at 7pm on Monday, February 22<sup>nd</sup> during the regularly scheduled Selectboard meeting. **Tad** said that representatives from North Branch will participate in the virtual meeting. **Eddie** suggested we post a BPW Building Committee agenda for that meeting.

**Renderings**

**Dana** said she was disappointed and would like more of the front of the building. **Eddie** suggested doing more of an aerial view and having more of the front of the building. **Cindy** said they should be able to make the change, but may have to remove trees to allow for the right angle. Members agreed to focus on a “bird’s eye” view from the front of the building. **Dana** noted that a black roof is needed and the sides need to be a tan/brown to blend with the natural surroundings. **Tad** suggested replacing the parking lines in front of the building with concrete blocks which will be used for storing materials as well as the rising typography behind the blocks. **Tad** suggested including the sprinkler room in the rendering. It was suggested that a 6-wheel truck be added for scale. **Dana** suggested getting aerial pictures that can show the current location to **Kurt** to help make it more realistic. **Cindy** suggested dropping in a few large trees behind the building. **Eddie** said that if the salt shed floor shows, it needs to be shown as asphalt, not concrete.

**Probing for Ledge**

**Tad** said he spoke with Capital Rock and they said they were planning on about 70 probes during the course of a full-day of work. **Tad** said, however, that presumes the trees have been cleared. He said that 20-30 probes could be done on site currently and that he and **Mike** walked the area earlier in the day. He said the equipment that does the probing is about 8 feet

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wide and needs 15-20 feet clearance for the boom. **Tad** said there is an existing path **Mike** used with the backhoe for earlier test pits that can be used with some additional trimming. **Mike** said he can do some additional trimming in the area of the cistern and one particular cut area to facilitate efficient probing for ledge. **Mike moved, seconded by Todd, to spend \$2,000 to conduct a day of probing for ledge; Roll Call Vote Yes 6-0.**

### **Use of Local Contractors**

**Eddie** said members received two spreadsheets today with bids from electricians and HVAC contractors. He noted there are bids from a local electrician as well as a local HVAC contractor. **Todd** asked if we need to take the lowest bid. **Mike** said it is up to us and we can decide and direct the construction manager to use a vendor other than the low bidder. **Mike** said Lonchamps was the low electrical bidder. **Brian Wilson** from Wilson Technologies said he bid for the electrical work and he could take a look at his pricing further. **Todd** said that we would need to open the opportunity to other bidders as well out of fairness. There was discussion about the benefits of having a local contractor do the work. **Dana moved, seconded by Mike, to table the discussion of electrician bids until the next meeting; Roll Call Vote Yes 6-0.** **Tad** was asked to contact **Roland** and see if he could contact the electrical and HVAC bidders and have them review their bids and provide updated numbers.

**Dana** said the plumbing and HVAC bids are more complicated as some bidders do both and others provided separate bids for each. **Cindy** said some may not be willing to do just one of the two pieces of work. **Todd** said we received a good spectrum of bids. **Cindy** asked why **Roland** included a \$25,000 buffer for one of the bidders as all of the scope features were noted as having been included. She wondered if they could do the work or if **Roland** has some concerns. **Dana** said we hired the construction manager to do this work and he is more expert than us; it does not make sense for us to revisit the bids. **Tad** was asked to contact **Roland** and see if **Oliver** will just do the plumbing. If not, would **J Lawrence Hall** do only the plumbing? **Tad** was asked to have **Roland** at the next meeting to discuss the bids. **Cindy** noted that if we went with **J Lawrence Hall** for plumbing and **Absolute** for HVAC, then it would increase the GMP by about \$14,000. **Mike moved, seconded by Dana, to table the discussion until the next meeting; Roll Call Vote Yes 6-0.**

### **Review of Plans by Milford DPW Deputy**

**Tad** said the Deputy Director of Milford's DPW reviewed our plans and provided feedback to he and **Mike** the other day. Observations included:

- It would be good to swap the location of the two offices and add a door in the hallway between the two offices. **Mike's** office would then not be the first one for members of the public. The second hallway door would provide more control and prevent cold air from going down the hallway
- He noted there was no "parts room", but one could easily be built in front of the mechanical room
- Having a separate space for the employees away from the director/supervisor is important and could be done in the mezzanine about the meeting room.
- Additional storage could be easily obtained by running the roof out an additional 12-15 feet off the back of the building and adding posts to support it. **Eddie** noted that is not an ideal place for storage given its proximity to the Transfer Station.

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- Important to pour concrete aprons about 10 feet out from the bay doors when pouring the rest of the building. It will avoid depressions in the aprons that will occur if done with asphalt
- Add a perpendicular drain to the existing drain in the wash bay for the collection of water and add a trap between it and the main drain to keep sand from clogging it.

**Roland** will be contacted about adding the perpendicular drain.

**Energy Efficiencies**

**Tad** said he had received an update **from Matt Siska** at GDS Associates about the energy incentives that are being pursued. **Tad** said they are using a new tool that has led to some delays, but they should have the analysis completed next week. He said the preliminary estimate is that we will receive a rebate of \$5,000-\$5,500. Once construction is completed, **Tad** said we send proof of payment for the building and then someone from Eversource will be sent to verify we have installed the equipment we said and then we will receive the rebate payment. **Dana** asked if **Tad** had confirmed with **Richard** if the opening of the bay doors had been included in his estimates of utility costs. **Tad** said he will reach out to him for clarification.

**Next Meeting**

The next meeting was confirmed for Tuesday, February 9th, 2021 at 6:30pm via Zoom.

Adjourned at 8:13pm.

Minutes submitted by Tad Putney.