

**ADHOC BUILDING COMMITTEE- FOR THE FUTURE PUBLIC WORKS FACILITY -
COMMITTEE MEETING MINUTES
THURSDAY JUNE 27, 2024, at 4:30 PM EDT**

RECAP

The Ad Hoc Building committee discussed various issues including the approval of minutes, funding for the environmental assessment of the Town Hall project, and the potential relocation of the salt barn. Lastly, they explored ways to improve document storage best practices, the upcoming procurement process, and the potential for a 40% direct pay option for renewable energy and ground source heat pumps.

1) NOTE TAKER- Bob and Zoom AI

2) PUBLIC COMMENT-None

3) APPROVE MINUTES- Tabled

4) STAFF UPDATE AND NEXT STEPS

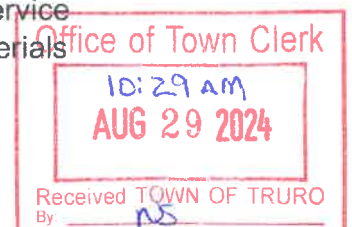
DPW director announced that as soon as funding was available the Town would do a Phase 2 environmental assessment of the Town Hall project. A request for qualifications (RFQ) for Owner's project Manager (OPM) services, would be sent out also. The team also discussed the need for building sprinklers, including input from the insurance company and the Building Commissioner. Costs for these sprinklers and fleet valuation would be evaluated during the design phase. Lastly, there was a discussion about the cost misunderstanding with the Strata and the potential impact on the project's costs.

There was a discussion about an **updated conceptual design (VERSION?)** for the site, which included an expanded parking lot. The dimensions of the salt barn were reassessed to better fit the town's needs, and the installation of sprinklers and firewalls in a 5,000 square foot building was discussed, with Anthony expressing concerns about water storage and firewall requirements. Jarrod will provide regular updates on the progress of the environmental phase 2 project, which could take 4 to 6 months.

There are different sprinkler densities depending on the hazard level of the building.

Salt Barn Relocation and Liability Concerns

Anthony suggested the possibility of relocating the salt barn from Town Hall Hill to a different site. The DPW director voiced concerns about potential liability issues and the salt barn's contamination of the National Park Service property raising potential liability issues. He suggested stockpiling materials



at the transfer station as a temporary solution. It was noted that relocating the salt barn off-site would increase operational cost over time

Building Reconfiguration and Parking Improvements

We discussed the potential reconfiguration of the buildings in the complex

This option keeps renovates the mechanic shop building

The team also debated whether to attach the admin building to the existing Town Hall For now, having the admin next to the DPW could be beneficial, as it would make DPW services more citizen-facing.

Retaining wall / fire safety

It was pointed out that in order to address emergency access to the rear of the buildings as in the 340 Route 6 there may need to be a high retaining wall expressed doubts about the necessity and safety of such a high wall, given the potential for debris accumulation and the possibility of creating a fire hazard. Jc confirmed that a survey would be needed to determine the exact fill required to build the wall. Bob acknowledged the points raised and indicated that the issue would be revisited later with Weston, Samson, and Jared.

- 5) **ENERGY COMMITTEE REPORT** The EC member update summarized the Energy Committee's work, highlighting their focus on solar arrays and building envelopes, as well as their pursuit of climate leader designation.

6) **STRATA NEXT STEPS:**

The team, compiled a comprehensive list of questions for Strata Weston and Sampson and. The team decided to proceed with the questions, but agreed to seek customer feedback before any trips to Strata.

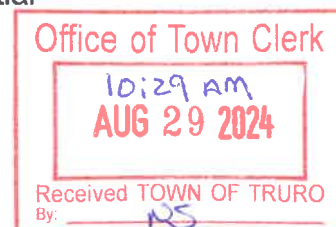
7) **DISCUSS DOCUMENT BEST PRACTICES**

Discussed the pros and cons of free items like google docs, cheap items like dropbox. Leif shared how his previous committee dealt with this issue Jarrod proposed making all committee information available to the public through on the Committee's webpage website to avoid any misinformation. Anthony suggested considering ProCore, a construction management software, for its potential to provide easy access and control over documents. Darrin agreed to discuss the integration of this software with the Town's software representative

8) NEW BUSINESS

Renewable Energy and Timber Discussion

We discussed the potential of a 40% direct pay option through the IRA for renewable energy on Cape Cod area, including geothermal energy, and agreed to await further developments before proceeding with any potential



implementation. We also discussed a potential timber option for the building, highlighting the need for proper overhead door hardware and gasketing.

Action Items / future decisions

- **Bob to contact Strata** and get answers to the list of questions, including customer feedback and potential conflict of interest for a site visit.
- **Darrin** to look into document storage options like ProCore and integration with the town's website, and discuss with the website representative.
- Bob** to send link to procore website
- **Jarrold** to provide updates on the Phase 2 environmental assessment as it progresses.
- **Building Committee** to decide on having an in-person meeting or workshop with Weston Sampson for collaborative design discussions.
- **Energy Committee** to explore the feasibility of geothermal heating options once the design progresses further.
- **Members** to submit potential agenda items by the Monday before the meeting for inclusion in the agenda and packet.

ADJOURNED

Respectfully submitted Bob Higgins-Steele



8/29/24

