

# Capital Improvements Committee Meeting Minutes

First Floor Conference Room - Town Hall

One Avenue A, Turners Falls MA 01376

Wednesday, October 18, 2017

Meeting called to order at 3:30 PM. Attendees included Capital Improvement Committee (CIC) members Fred Bowman, Greg Garrison, Bob Obear, Josh Lively and Steven Ellis. Also in attendance was Mike Langknecht representing the Gill Montague Regional School Committee.

## Review and approval of minutes

- Mr. Bowman moved to approve the minutes of the CIC's September 6, 2017 meeting without revision. Mr. Obear seconded. Motion passed 5-0.

## Update on capital projects

- Shea Theater HVAC: The Town awarded a contract to B2Q inc of New Hampshire for \$87,000 to remove and replace all duct work. This contract was awarded consistent with rules defined in MGL Chapter 25A as B2Q is a pre-approved vendor for these services, with documentation of such from our local utilities. Some discussion of the challenges of getting this work done before a major production on November 9<sup>th</sup>. Mr. Obear knows of portable emergency heating systems if needed. Mr. Garrison noted there are several companies on line that sell heating and cooling trailers - maybe NES or United Rentals in Springfield would have one.
- Shea Theater Lower roof: Discussed the quotes received, which allowed for award of the lower roof re-sealing contract for \$9,600, but not the upper roof contract, as the quotes for that project exceeded expectations. The Town is committed to addressing the upper roof next spring. Discussed possibility of leveraging a MA Cultural Facilities grant and our ability to do some interim repairs with spending authority from the original special article, if needed.
- Avenue A StreetScape Design Project: The CDBG proposal review committee decided to award this contract to Berkshire Design Inc., over a second bidder, Milone & MacComb. Both are well qualified, but Berkshire Design showed greater overall strength as reflected in reviewer scores. Spinner Park is the most immediate priority for planning purposes.
- Rutters Park Design Project: Bids are due tomorrow (October 19) for Rutter's Park. That project is likely to cost in the vicinity of \$500,000 and will likely need to be completed in phases, as was the case with Unity Park. As is the case with the Streetscape design project, primary funding for construction of Rutters Park will likely come from CDBG, with Parks and Complete Streets funds also a possibility.
- Flail Mower: The Town is moving ahead with purchase of our new flail mower, which will be purchased on a five year lease. At the same time, an identical mower is being purchased for a five town group by Eversource, which will give Montague some additional flail mowing capacity for several years before it reverts to the Town. It may be beat at that time but will at minimum serve as a back up, parts machine, or could be sold if needed.
- UST Tanks. Shared email from GMRSD Facilities Manager relative to issues converting to gas as we consider the UST Tank project. Shared info with Montague Energy Committee and they may have more progressive solutions than gas to offer. Mr. Langknecht said the district may be looking at the Sheffield heating system anyway. He will confirm that Mr. Huber is available when the CIC meets at Sheffield later this fall.

## **Public Works Facility Update**

- The Building committee continues to look at a range of options and now proposes to site the project behind the public safety complex. Two scenarios price out to just under \$10M and just under \$11M, respectively and the committee will consider the trade-offs for that \$1M saving carefully at its next meeting, at which it expects to make a final recommendation and plan for Town forums. The goal is to bring a plan to a Special Town Meeting in February.

## **CIC Meetings and site visits**

- The CIC still very much likes this idea. It is important as we integrate two new members that they see the buildings and equipment we are discussing. Possible agenda and plan for site visits follows, subject to confirmation at next meeting.
  - GMRSD. Visit administrative building and elementary schools on November 8. Talk about needs generally and discuss USTs, specifically.
  - DPW - go through the inventory and get better acquainted with what we are going to need. Put eyes on equipment. Plan to propose November 29 as date for visit.
  - Libraries. We've seen and more frequently discuss Carnegie. Let's start with a focus on Millers Falls and Montague Center. Plan to propose December 13 as date for visit.

## **Proposed New CI Article Request Form**

- Everyone likes the new form. Mr. Garrison suggests we share it with the FinCom so we can discuss it relative to a new special article request form for non-capital items.
- Suggestion made to add a CIC final vote and comments space to the form.

Adjourned at 4:40. FB, GG, 4-0

## **Meeting adjournment.**

Meeting adjourned at 4:40pm. Moved by Mr. Bowman, seconded by Mr. Garrison. Motion passed 5-0.

Next meeting date will be November 8, most likely at 35 Crocker Avenue in the Superintendent's Office.