

Capital Improvements Committee Meeting Minutes

Crocker Administration Building Conference Room - Town Hall

35 Crocker Avenue, Turners Falls MA 01376

Wednesday, November 8, 2017

Meeting called to order at 3:00 PM. Attendees included Capital Improvement Committee (CIC) members Fred Bowman, Greg Garrison, Bob Obear, Josh Lively and Steven Ellis. Also in attendance were Mike Langknecht and Joanne Blier representing the Gill Montague Regional School District.

Review and approval of minutes

- Mr. Garrison moved to approve the minutes of the CIC's October 18, 2017 meeting without revision. Mr. Lively seconded. Motion passed 5-0.

Update on capital projects

- Discussed challenges associated with roof and HVAC improvements at the Shea Theater. Issues related largely to roof leaks during the course of the project prompted by heavy rains while repairs to lower roof, and removal and replacement of ducting on upper roof, were in progress. We have filed an insurance claim for interior damage. Project is nonetheless expected to be completed by November 9, avoiding interruptions in a major November 10 theater event.
- Updated the Board on award of design contract for Phase 3 of the Avenue A "Illumination and Streetscape" project, being undertaken with remaining 2016 CDBG funds. Contract awarded to Berkshire Design Group. Expect to have plans developed by early January for inclusion of a construction project in the 2018 CDBG grant application the following month.
- Noted that the Rutter's Park Design project is in the final steps of its rfp process. As with the Illumination and Streetscape project, the intent is to have construction plans ready for inclusion of the project in the Town's FY18 CDBG grant application.

Review of Airport Commission Proposal for a Snow Plow

- Airport Manager Bryan Camden presented plan for the purchase of a snowplow by the Airport Commission. While the required plow would be overbuilt for our airport's purposes due to Federal Aviation Administration requirements, the fact that only 5% of the cost would be shared by the Town makes it economically feasible. The vehicle is a 2019 Western Star 4900 chassis with a Detroit DD15 14.8L turbo diesel engine, equipped with an 11ft all season dump body, 14 foot plow and FAA amber warning light package. Mr. Bergeron noted that the 10 year 100,000 mile warranty protects the town against costly repairs and his staff could do basic maintenance. It is not a truck he foresees a need to use except perhaps in an emergency.
- He is requesting the CIC's support for a Finance Committee Reserve Fund appropriation. The need to move on this quickly is essential due to the time to build being close to a full year and the availability of the grant money being time limited as well. The max cost of the vehicle would be \$275,000. The Town share would be no more than 5% of that or \$13,750. Purchase of the plow will allow Mr. Camden to handle most snow and ice removal for the airport, and the payback time for this purchase is likely to be 2-3 years with significant downstream cost avoidance. Mr. Ellis moved to recommend purchase, Mr. Garrison seconded the motion, which passed 5-0.

Sheffield Elementary School Tour

Ms. Blier led the committee on a walking tour noting issues related to:

- The current pillar replacement project and need for improvement of the front staircase on the administration side of the building.
- Noted need for tiling in student bathrooms. Members suggest better cleaning and re-sealing could be done. There may be benefit to tile repair at lower edges of walls that may trap moisture.
- Intercom system is out of date and unreliable. Need for a new system, possibly wireless was discussed.
- Discussion of the underground storage tanks including one that is fiberglass near the kitchen. Question as to whether we would do better to plan to convert to gas rather than invest in new oil tanks. Yes, gas is possible. Mr. Obear believes we need to look at the best long term option.

Hillcrest Elementary School Tour

- Curbing in front of school was said to be in need of replacement. It is tar, painted for safety. This change may have more aesthetic than functional value.
- Need for ADA automatic doors and ideally both internal and external doors, with a chamber area that office staff can see into before allowing people full entry to the building.
- This building also needs improved intercom system.
- Looked at stage ramp and accessibility project results. Observed new classroom and specialist space is now taking a portion of the stage area. This building is near capacity.
- Looked at system room, including electrical panel to be upgraded.

Meeting adjournment

Meeting adjourned at 4:30pm. Moved by Mr. Obear, seconded by Mr. Lively. Motion passed 5-0.