

**MINUTES FOR EXETER FACILITIES ADVISORY COMMITTEE (FAC)
MEETING,
THURSDAY, OCTOBER 29, 2020**

TIME: 4:00 pm - 5:11 pm ZOOM Meeting.

Attendees: Rob Corson, Chair; Kris Weeks, Vice Chair; Amanda Kelly, Mark Leighton, Peter Lennon, Clerk; Dave Sharples, Town Planner.

Scribe: Peter Lennon

1. **Previous Minutes:** The FAC approved the Minutes of October 14, 2020 by a 5-0 vote.
2. **Status of Request for Proposal (RFP) for Facilities Condition Assessment (FCA):** The FAC discussed ways to obtain funding for the first year of the FCA in the Fiscal Year 2021 (FY 21) budget request now before the Town's Budget Recommendations Committee (BRC). The FAC discussed the delays in securing funds in the past and whether it needed to consult with an outside source to develop a preliminary cost estimate.

It was pointed out that a firmer cost estimate could be based on a current estimate of the total square footage of the major Town facilities, and Town Planner Sharples said he would attempt to obtain such data for the FAC.

It was decided that Chair Corson would ask Town Manager Russ Dean and Public Works (DPW) Director Jen Perry for \$25,000 for the FCA in FY 21, and that the FAC also would seek that amount from the BRC before it concluded its deliberations.

3. **FY 21 Maintenance Projects List:** The FAC reviewed the proposed FY 21 DPW Maintenance Projects List. It decided it needed to obtain a full multi-year list and the rationale for all contemplated projects so it could understand how DPW prioritized the projects for FY 21 and assess the validity of the FY 21 projects. Chair Corson said he would invite Ms. Perry and Maintenance Supervisor Jeff Beck to the next FAC meeting to discuss maintenance projects. The FAC also agreed it should try to tour the projects on the FY 21 list.
4. **Raynes Farm Facilities Projects:** The FAC agreed it would try to tour the Raynes Farm site this winter to assist it in evaluating any proposed projects there in the future.
5. **DPW Facility Garage Project in FY 21:** The FAC reviewed the status of the project work funded for \$25,000 in FY 20 and noted again that it needed a detailed breakdown of the tasks proposed to be funded by the FY 21 budget request of \$150,000.

The Committee discussed an apparent disconnect between an almost 40,000 square foot facility schematic it has received, and the 15,000 square foot facility used as a basis for the project's cost estimate in the FY 21-26 Capital Improvement Program. The FAC discussed how the much larger structure is likely to cost much more than the \$5.1 million estimate submitted in the CIP. It was noted that, when DPW discussed the garage project with the FAC in late July, no one contemplated that the project might grow by as much as 166 percent.

The FAC decided to ask DPW for an explanation of the differing project schematics and to postpone finalizing its recommendation to the BRC on the project until it received this explanation.

6. **Other Business:** Town Planner Sharples said he expected to receive firmer cost estimates soon for the **Public Safety Complex project** for analytical work and a feasibility study in FY 21.

Mr. Sharples also told the FAC he would be able soon to share with it more information about the just-completed study of **Town building compliance with requirements under the Americans with Disabilities Act (ADA)**.

7. **Next FAC Meeting:** The next FAC meeting is scheduled for Thursday, November 12, 2020 at 4 PM. Agenda topics include the FAC's Recommendations Letter to the BRC.