

Facilities Advisory Committee Meeting
Tuesday, August 24 2021
4 PM
Town Offices, Wheelwright Room
Final Minutes

1. Call Meeting to Order

Members present: Kris Weeks (Chair) [arrived late], Peter Lennon (Vice-Chair), Rob Corson, Mark Leighton

Members Absent: Amanda Kelly, Select Board rep Daryl Browne

The meeting was called to order by Acting Chair Mr. Lennon at 4 PM.

1. CIP

a. Raynes Farm

Mr. Lennon said the town applied for an LCHIP grant for this project. They will spend up to \$100,000 from the town, but have to have \$250,000 in the warrant article but it's contingent on getting the grant. Mr. Leighton said they should reference their previous letter in support of this project.

b. FCA

Mr. Leighton said he skimmed the Planning Board video, and didn't see where they talked about the FCA. Mr. Lennon said it's not unusual for them not to go through each item.

The committee discussed further edits to the FCA item. Mr. Lennon said they should speak with members of the Budget Recommendations Committee prior to the BRC process starting. They should also speak at the BRC's CIP meeting or attend the DPW subcommittee meetings.

Mr. Weeks arrived at this time.

Mr. Weeks asked if the Planning Board could shut CIP projects down at this point. Mr. Lennon said they can say no and the project will have a problem, but the Select Board has the final say. The Budget Recommendations Committee is looking for anywhere to take money out of the budget. Mr. Leighton asked if it was necessary to present to the Planning Board about the FCA, and Mr. Weeks said it wouldn't hurt. Mr. Lennon said he should restrict his comments to Raynes Farm, the FCA, the Town Offices Geotechnical Evaluation, and the DPW Garage. Mr. Leighton said the BRC will probably ask the same questions, so maybe they should present at that level instead. Mr. Lennon said the Planning Board should hear the kind of questions we're asking, and then when we get answers we can share that information with the BRC. We should also sit down with Mr. Dean and Select Board Chair Niko Papakonstantis and see how we can get answers to our questions this year.

Mr. Lennon asked who we sent the Raynes Farm letter to, and Mr. Weeks said he hasn't sent it yet, but will shortly. Mr. Lennon said we want to reference it

in the information for the Planning Board. Mr. Weeks will also send the letter with the questions about the DPW Garage to the Planning Board and Mr. Dean, who can ensure that Public Works answer the questions in a timely manner.

Mr. Lennon said he would like to add our support of the Raynes Farm project to the letter to the Planning Board.

MOTION: Mr. Corson made a motion to accept the letter to the Planning Board with the amendments discussed. Mr. Leighton seconded. In a roll call vote, all were in favor.

Mr. Lennon asked if they wanted to ask Amanda Kelly to sign the letter, and Mr. Corson said if she's not attendance in the meeting, she can be listed as part of that committee but not as having voted for the letter. Mr. Leighton said via email she expressed her support with the addition of Raynes Farm.

Mr. Weeks asked if the committee members would be interested in reading the proposals from the Public Safety study. Mr. Leighton said he'd read them as part of the interview process. Mr. Weeks said it was a good and thorough process. The committee then discussed the various firms who'd submitted proposals and the process the review committee followed.

Mr. Lennon said regarding the fuel island, should we allow the DPW to break that out from the rest of the complex work, or do we recommend that the town adopt the process that was used for the Public Safety complex? Mr. Weeks said he doesn't think the complex has been considered as a whole. Mr. Leighton said they may be looking at it but not wanting to share it because it's not ready. They shouldn't replace the fuel island without having a larger picture view. Mr. Lennon said they should go through the process of getting public input and informing the voters. Mr. Corson said the FAC should give their feedback so that the project doesn't just keep going around again. Mr. Lennon said the Select Board and Town Manager will have to tell the DPW that they have to change their approach. Mr. Leighton said that the FAC needs to get better at inserting themselves in the process. A private entity like the Academy or the Hospital would have an independent group managing the process of facilities projects. This may be something the municipality needs to change.

2. Adjournment

MOTION: Mr. Lennon moved to adjourn. Mr. Corson seconded. In a roll call vote, all were in favor and the meeting adjourned at 5:15 PM.

Respectfully Submitted,
Joanna Bartell
Recording Secretary