

Facilities Advisory Committee Meeting
Friday, December 16 2022
4 PM
Town Offices, Nowak Room
Draft Minutes

1. Call meeting to order and roll call:

Members present: Kris Weeks (Chair), Rob Corson, Mark Leighton

Members Absent: Alan Mangan

2. Facility Condition Assessment – designer selection

Dave Sharples, Exeter Town Planner, reviewed the 3 firms that participated in video interviews. He gave his reasons for recommending Bureau Veritas over the other 2 firms. BV had the most detailed approach and the most regional experience. They were willing to reduce their fee to the \$45K that we have allotted. That fee includes free use of their software tool to track and analyze building data; the other firms charged extra annual fees for their proprietary softwares. Kris Weeks added that he was comfortable with BV for the same reasons and added that he appreciated the rigor BV brought to the process.

FAC voted 3-0 in favor of Bureau Veritas.

3. New Business:

Rob – Asked about streamlining processes pertaining to committees. Have we considered consolidating all the committees into one group? Similar to BRC, one large committee with several smaller sub-committees.

Mark – brought up the BRC – how to coordinate with FAC & BRC going forward. Rob – FCA should help lay groundwork for better data for decision making. Mark – we should figure out how to talk to them first before making recommendations to SB. We continue to offer to the Select Board what is at times conflicting advice.

Dave – \$9.1M reno number in FAC letter to the Select Board. Should only be around \$6M? FAC to review and revise if necessary. Dave - \$6.482 for reno of 20 Court St. FAC will review their recommendation letter.

Discussed meeting schedule going forward. Agreed to once a month. Dave Sharples will look at the calendar to see what is a good day and time, and email the FAC group. Kris noted that it needs to be 5 pm at the earliest in the day to accommodate our newest member Alan.