

Town Clerk

TOWN CLERK
TOWN OF SANDWICH

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MINUTES
OF THE
FINANCE COMMITTEE
BOARD OF SELECTMEN
CAPITAL IMPROVEMENT PLANNING COMMITTEE
LIBRARY BOARD OF TRUSTEES

TUESDAY, FEBRUARY 26, 2013
6:00 P.M.
SANDWICH PUBLIC LIBRARY
142 MAIN STREET

Present: Paul Sylvia, Gene Parini, Ellen Yaffe, Bill Diederling, Linda Bliss, Richard Reilly, Mike Dwyer and Courtney Bridge

Absent: Tom Hickey

Also Present: Town Manager George Dunham; Assistant Town Manager Doug Lapp; Selectmen John Kennan, Linell Grundman, Ralph Vitacco and Frank Pannorfi; Capital Improvement Planning Committee Members Mike Baker, John Juros, Don Leighton and John Vibberts; Library Director Joanne Lamothe and members of the Library Board of Trustees; Facilities Director Ted Hamilton; Building Inspector Paul Spiro; Mary Stanley – Enterprise; SCT

ITEM #1
Call To Order

Mr. Lapp called the meeting to order at 6 p.m.

ITEM #2
Library HVAC Project

Mr. Lapp gave a brief overview of the project and introduced Ned Taylor, Project Engineer from McKinnell, McKinnell and Taylor, Inc. Mr. Taylor gave a further overview including some of the history of the project. Of the five options presented by the engineering firm, option #3 is recommended by Mr. Taylor for the following reasons: a) individual new systems serving the various and district areas of the library allowing for better control and energy efficiency. b) minimizes downtime of HVAC system during construction. c) Provides for accessible future maintenance and repairs without shutting down the entire system (estimated construction cost of option #3 is \$676,000). Option #5 is the least expensive option at \$389,000 – if additional funds are not available this option reuses some major components of the existing system within the existing budget. It does, however, come with specific disadvantages such as deferring the eventual expense of replacing the two existing air handlers. The useful life of option #5 is also reduced to about 10 years from the 20 years of the other options.

General discussion-

Question was asked about the likelihood of air quality issues with the current system...Mr. Taylor confirmed, yes, there are.

The Library Director noted that air quality is a real issue and the need is there for this project for the safety of the public, staff and everyone who uses the building.

The Facilities Manager noted that we are required by the fire department to have carbon monoxide detectors in all town buildings whether we have gas in the building or not...risk management and our insurance policy require it.

It was noted that the system keeps breaking down and it needs to be replaced...not continually repaired.

Question was raised – are we going to be here in 30 years?

Note was made that the information for this project has to be presented to the people clearly and factually. We will be asked what has changed that we need an additional \$300,000...what did we miss or what did we discover along the way to increase to the cost.

A member of the CIPC suggested the town be given a list of items that would be included for the extra money.

Question was raised a second time – how long are we going to be here in the library. It was noted that the library (building) will most likely be used as a town building/offices well into the future.



The Town Manager noted that option #3 for \$676,000 will create a budget shortfall for this project of \$298,000.

After a lengthy discussion of all five of the options particularly options #1 (\$611,000) and option #3 (676,000), Mr. Taylor noted that he will e-mail Mr. Lapp an explanation of the differences between option #1 and option #3.

It was requested that graphs be added for all five options comparing what we are getting and what we are not getting with all five options.

Mr. Taylor need noted that with option #5 (\$389,000) there would be no budget shortfall but it will not last.

ITEM #3

Other

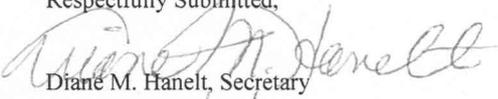
None.

ITEM #4

ADJOURNMENT

7:15 MEETING ADJOURNED FROM THE LIBRARY TO THE TOWN HALL MEETING ROOM FOR THE REMAINDER FOR THE MEETING.

Respectfully Submitted,


Diane M. Hanelt, Secretary

Approved: 3/12/13 as presented

Supporting Documents:

Investigative Survey – HVAC Feasibility Survey – McKinnell McKinnell & Taylor, Inc. January 15, 2013