

**TOWN OF ENFIELD
MUNICIPAL FACILITIES ADVISORY COMMITTEE**

MEETING MINUTES OF JULY 13, 2020

Present: Tracy Young, Erik Russell, Maynard Southard, Jean Patten, Mark Tarantelli, Shirley Green, Rob West, Ryan Aylesworth (Town Manager)

Excused: Phil Shipman

Guests: Emily Curtis, recording secretary; Jim Pulver, VP of Architecture at Bread Loaf; Jo-Ellen Courtney, Chair of the Energy Committee; Marjorie Carr, Charles Clark, Gary Hutchins, Dr. David Beaufait, Kim Quirk, Cecelia Aufiero

Location: Zoom Virtual Meeting

Call to Order

Mr. Aylesworth called the meeting to order at 6:32 PM.

Virtual Meeting “Preamble”

TOWN OF ENFIELD BOARD/COMMITTEE COVID-19 ELECTRONIC MEETING CHECKLIST

As a member of the Municipal Facilities Advisory Committee of the Town of Enfield, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu’s Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that this is a virtual meeting only, as authorized by the Governor’s Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means;

We are utilizing the Zoom platform for this electronic meeting. All members of the Board/Committee have the ability to communicate contemporaneously during this meeting through the Zoom platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # and using the password provided or by clicking on the following website address: that has been provided in email.

b) Providing public notice of the necessary information for accessing the meeting;

We previously gave notice to the public of how to access the meeting using Zoom, and instructions are provided on the Town of Enfield’s website at: <https://enfield.nh.us>.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access;

If anybody has a problem, please call 603-309-6379 or email at: raylesworth@enfield.nh.us.

d) Adjourning the meeting if the public is unable to access the meeting.

In the event the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time.

At this time, I also welcome members of the public accessing this meeting remotely. Although this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum apply. Any person found to be disrupting this meeting will be asked to cease the disruption. Should the disruptive behavior continue thereafter, that person will be removed from this meeting.

I will follow the agenda items in order unless otherwise explicitly stated and ask the Board and town department and/or committee stakeholders for input first. Then I will specifically ask for public comment. I will ask you to unmute and will call on members of the public. I ask that you endeavor to not speak over one another or interrupt in

the interest of fairness to all present in the call and to our minute taker. I acknowledge timing is a challenge and there will be occasional, intentional lags to allow for responses from participants. Please be patient and the meeting will flow along nicely.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Let's start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

Roll Call – Attendance of Committee members and members of the public

Review and Approve Meeting Minutes –June 22, 2020

Ms. Patten made a motion to accept the minutes as printed. Ms. Green seconded. A roll call vote was taken. Vote unanimous in favor of the motion (7-0).

Discussion of Bread Loaf's Latest Conceptual Designs, Project Budget, Design/Construction Timeline, Narratives, and Board of Selectmen Presentation

BOS Presentation

Mr. Aylesworth noted that much of the presentation to be delivered to the BOS is already assembled based off of information that was prepared in anticipation of the Committee giving a presentation at Town Meeting in March of 2020. Certain slides will need to be updated, and several slides added toward the end, but there is a good foundation to start from.

Mr. Aylesworth noted that the day after tomorrow, members of the DPW will mobilize the Town's mini excavator to work with the soil engineer and dig the needed test pits. He noted he would follow up with Rod Finley from Pathways Consulting to get a better sense on the turnaround of the final analysis and report, which will be necessary to have prior to recommendations being delivered to the BOS.

Mr. Young requested opinions from Committee members of what the recommendations to the BOS should state. He noted that each Committee members' opinions should be expressed in the report.

Narratives

Mr. Aylesworth noted that he and Mr. Pulver were interested in having a site visit to the Warner, NH, fire station and to get more information regarding the integrated concrete form (ICF) blocks that were used to construct the facility.

Ms. Patten inquired as to if anyone understood why Warner went in that direction. She also inquired if the presentation to the BOS would be done in a way that presents multiple options and costs with respect to possible building materials.

Dr. Beaufait urged the Committee to think about how two warrant articles at Town Meeting related to borrowing for infrastructure projects failed to get the two-thirds majority support needed to pass and what impact that might have on future projects in the Town.

Mr. Aylesworth noted that the Board of Selectmen will ultimately have to take a wide range of factors into account when it comes to determining how to act on the recommendations presented by the Committee in the near future. With respect to the warrant articles pertaining to water and sewer system upgrades that failed to obtain 67% support, he noted that Town Meeting was not well attended, with around 90 participants, and it is that it is not possible to definitely predicted how the outcome may or may not have been different had there been a more customary attendance of 150 to 200 voters. He

acknowledged that COVID-19 has impacted the Town's approach to budgeting and capital planning over the last several months, and the status of the pandemic will certainly influence future decision-making.

Mr. West noted that, in his view, it is not the task of the Committee to say when the proposed projects should be put to vote. He feels the Committee is only responsible for providing recommendations as to what projects should be completed and why, but that it was the Board of Selectmen that would decide if or when to act on those recommendations.

Ms. Patten agreed with Mr. West.

Mr. Southard noted that the Committee's mission was to determine what the needs of the Town are and then present it.

The Committee and members of the public discussed details of when and how the public might be effectively engaged with regard to questions of approval or disapproval for the Committee's proposals.

Mr. Pulver presented a document that reflected current program areas in comparison to proposed program areas.

Mr. Pulver, Ms. Green, and Mr. Aylesworth discussed details in the document with regard to the library space and noted that further details were needed to complete that portion of the information.

BOS Presentation

Mr. Aylesworth stated that it would be beneficial to have a summary of preexisting conditions of the current buildings, based off of the Committee's observations as well as departmental feedback, which support the need for the Committee's proposal.

Mr. Pulver request that the facilities be open for residents to tour and see what/why it needs to be replaced; he noted that photographs of the current spaces would be important to the presentation as well.

Mr. Aylesworth inquired if the Committee thinks it is important to make a specific suggestion for scheduling and sequencing of the two projects, even if both options are laid out.

Mr. Pulver noted that Bread Loaf's opinion on a preferable timeline will be expressed in their portion of the presentation. He suggested presenting both, including the pros and cons of each scenario to build simultaneous or separate the projects out in a more staggered manner.

Ms. Patten noted that it would be helpful to have information from Bread Loaf regarding the ICF.

Mr. Pulver noted that he and Mr. Wyncoop were both on vacation last week, but that they have received information to be able to process the estimates.

Mr. Aylesworth inquired if Mr. Pulver had knowledge of why Warner chose ICF as a construction material.

Mr. Pulver noted that the project was originally designed as a wood frame building and ICF was an alternate, but he did not have further information regarding their decision to build with ICF.

Mr. Aylesworth asked Committee members if a tour of the Warner facility should be a priority and noted that, due to current circumstances, a subgroup from the Committee could be selected to attend so as to minimize the number of interpersonal interactions and limited possible exposures.

Ms. Patten noted that the information would be beneficial to be a part of what recommendations are presented to the BOS.

Members of the Committee agreed that it would be ideal to do the tour sooner than later and a smaller subset of the Committee would be appropriate to complete the task.

Mr. Pulver noted he asked 22 questions to the architect, and noted he will forward the architect's responses once he finalizes the estimate. He noted that, with regard to the Public Safety Facility in particular, there were details regarding slab and the ICF system, as well as details of ICF around windows, doors, and the walls around the bay doors.

Ms. Patten inquired about the impacts of ICF when doing a renovation.

Mr. Pulver noted it would require a large amount of cutting with a heavy sawblade, but that small areas could be pre-framed for being a knock out wall to make expansion more feasible. He noted it may be more difficult than dealing with a wood framed building, but was not impossible.

Mr. Russell noted that the ICF can be difficult, especially with regard to adding a door or window, but that the interior walls should still be wood framed.

The Committee transitioned to discuss energy efficiency in the buildings, including if ICF would have any impact on those determinations.

Mr. Tarantelli noted that he found a PBS show that involved retrofitting a house to be net-zero and what that might involve.

Conceptual Designs

Mr. Pulver presented updates to Whitney Hall drawings based of recent conversations, including: adding a glass wall to the book processing/technical services space of the library, adding a pair of doors between the conference area and the storage space on the third floor, a glass wall between the corridor and conference room number one, as well as updated entry doors to the spaces.

Mr. Young and Mr. Aylesworth noted that Mr. Pulver executed the feedback from the last meeting very well into the latest design.

Mr. Hutchins inquired as to why the Energy Committee wasn't involved in the process from the beginning. He noted that the hard office spaces were contributing to higher costs. He added that he had information regarding the operations of the Hanover PD and how many kilowatts they use each day, as well as information on their generator capacity.

Ms. Courtney indicated that she had difficulty attending previous meetings and thanked Mr. Hutchins for his attendance and his advocacy for net zero. She added the Energy Committee is happy, willing, and able to assist in the process to help the Committee find a way to reduce the energy costs of the buildings.

Mr. Aylesworth welcomed and encouraged the Energy Committee's attendance to the meetings and hopes they will remain engaged in the project as it moves forward.

Other Business

Next Meeting: Monday, July 27 @ 6:30 PM

Adjournment

Mr. Tarantelli made a motion to adjourn at 8:06 PM. Ms. Patten seconded. Vote unanimous in favor of the motion (7-0).