**PLYMPTON TOWN PROPERTIES COMMITTEE**

Minutes Wednesday, May 5, 2021, 5:30 PM

MEMBERS PRESENT: Nancy Butler, Ross MacPherson, Colleen Thompson, John Traynor,

Jon Wilhelmsen (Chair) MEMBERS ABSENT: 0 GUESTS PRESENT: 0

NOTES: This meeting was conducted on a Zoom meeting platform with members participating from their homes. Members and guest will be referred to by their initials in the minutes.

ACTION ITEMS: **In bold print**

1. OPENING – JW opened the meeting at 5:30 p.m. by reading the Governor’s orders of 3/12 & 15/20 which allow this Zoom meeting as a temporary change to Open Meeting Law during the COVID-19 shut-down. The meeting will be recorded to provide public access.
2. MINUTES: JT moved that the minutes for April 27, 2021 be approved as amended. RM seconded. Roll Call Vote: JT aye, JW aye, RM aye, CT aye. JT moved that the minutes for April 30, 2021 be approved as amended. RM seconded. Roll Call Vote: JT aye, JW aye, RM aye, CT aye. Note: NB joined the meeting after this point.
3. **FIRE STATION**: **JW** got in touch with Nathaniel Sides, Chair of FinCom. They will get together after TM to discuss the Fire Station Study Article. **JT** will reach out to FinCom member Marilyn Brown. **JW** will type up his notes from the meeting with JT and Chief Silva. These are extensive and will help us create the deck for the voter education and presentation at the STM.
4. TOWN HOUSE ADA RAMP: Review of BETA “90% Construction” Documents. We are hoping to get the entire project done with the money we have through the grant, but it depends on how low the bids come in. We have already spent some of the monies on design. The estimate for the remaining work is $73k for the ramp, $12k for the main entrance.   
   (Link: [C:\Users\kitth\Downloads\7433 Plymton Town House (1).pdf](file:///C:\Users\kitth\Downloads\7433%20Plymton%20Town%20House%20(1).pdf))
5. RM explained that “90% Construction” means that these are the last iteration before the build-from documents. These are for us to tweak before the final construction documents are created.
6. These drawings include the planting area. They do not include the sliding door at the main entrance.
7. **JW will speak with Scott (BETA) about the building materials** for the ramp, rails, and balusters. The ramp will be manufactured wood. The rails and balusters could be pressure treated or a composite. Composite materials have not increased in price to the same extent as wood. We may be able to select the materials, at least identify two or three models that are acceptable to us. If we use pressure treated, they should be left natural rather than painted. If we use composite, we don’t want them to be all white. RM showed us a picture of a deck with white top and bottom rails and cap, and black balusters. The committee liked the look. The handrails will be metal.
8. Maintenance concerns include cleaning blown debris from between the ramp and the building. This should not be a problem since the area can be accessed from underneath the deck. The handrails and balusters will need to be kept clean, but we don’t want something that requires painting. We want quality materials but with low maintenance.
9. This project will make the parking a little tighter for now. This will change when the parking lot and entrances are reconfigured.
10. **JW will reach out to Scott tomorrow to get full construction documents for preparation of the bid.**
11. We are still weeks away from starting construction – we need to get into the bidding cycle and go through the bid process. Once we have selected the contractor the work should be completed by early autumn.
12. NEXT MEETINGS: Wednesday 5/12/21 at 6:45 before Town Meeting, Wednesday 5/19/21 at 6:00
13. ADJOURNMENT: 6:16, NB moved; JT seconded