**PLYMPTON TOWN PROPERTIES COMMITTEE**

Minutes Wednesday, December 15, 2021, 6:00 PM

MEMBERS PRESENT: Nancy Butler, Ross MacPherson (delayed), Colleen Thompson,
John Traynor, Jon Wilhelmsen (Chair).
GUESTS PRESENT: Highway Superintendent Rob Firlotte, Harry Weikel (zoom via phone)

NOTES:

* This meeting was conducted on a Zoom meeting platform with members and guests participating remotely. Members and guest will be referred to by their initials in the minutes.
* ACTION ITEMS: **In bold print**

OPENING – JW opened the meeting at 6:05 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.

JW explained that this is the first of our meetings with town employees who are in a position to oversee the daily workings and needs of a town-owned building. These meetings will help us determine the building needs by mid-March to allow us time meet with the Finance Committee before we prepare articles for Town Meeting.

In order to free our guests from sitting through our entire meeting, agenda items will be taken out of order. Library Director, Mike Slawson is on the agenda but is unable to be with us tonight. Rob Firlotte as the Highway Superintendent is in charge of the highway barn and the transfer station. We begin our discussion with the buildings within his purview.

1. HIGHWAY BUILDINGS – Report by RF.
	* 1. BARN - The building is nice and dry. The recent work missed a few screws in some strapping, but that is not a big deal and will be fixed. The front wall of the building sustained some damage from the roof issue. This will need repair/replacement. It is still fully functional, and all of the doors are working properly. He mentioned the wall to keep the Committee aware of what repair work will be coming up.
		2. SALT SHED – Some of the trim boards need to be replaced. RF will take care of this out of the regular Highway Department budget.
		3. TRANSFER STATION – There has been a small leak in the roof of the employees’ building. This has been fixed. The ceiling now needs some maintenance to deal with the stain from the leak.

JW asked RF to keep us up to date with any building issues that may arise. The front wall issue will be put on our project spreadsheet with a $40-50k place holder. RF left the meeting at 6:11

1. TOWN HOUSE ADA RAMP – The ramp is complete, and the construction fence has been removed. Tom Millias has some concern that the ramp may be a little slippery. This will be addressed and will not be a big cost. **RM will look into this possible issue**. Installation of the doors and the automatic openers still needs to be completed. JT said that Rep. Kathy LaNatra mentioned that this may be eligible for ARPA funds**. JT/JW will follow up on this with Liz Dennehy**. The black stain will be added in the summer, after the PT boards have matured. We will also work on getting the landscaping done with budgeted funds, donations, or by the Plympton Garden Club. The Committee is happy with the look of the ramp and how it affects the look of the building. We are happy with the work of the contractor, as is Building Inspector Tom Millias. We will keep this company in mind for other projects.
2. POLICE STATION MOISTURE ISSUE – (Discussed prior to RM’s arrival) **JW will follow up with RM about this problem and to find out if RM has had any response from Dan Pallotta.**
3. WASTE PIPES – There was another back-up at the fire station that was not related to the extra clean-up required after a fire. The system was snaked to relieve the issue. **LD will have the consultant look at the system again.**  We need a good plan in place to take to Town Meeting.

Guest HW asked about the video of the existing piping. The video points to an issue created by a sharp bed in the pipes under LD’s office. The fix would cost approximately 25k. There may be other areas of concern that we should learn about before we decide on a fix. HW asked to review the video. This is an area with which he has experience, and he believes that there may be other options for fixing the problem that won’t require removing the slab. **JW will speak with LD to get a copy of the video to HW.**
4. OLD TOWN HOUSE –There is mold in the building stemming from a water issue in the room located in the ell on the back of the building. The mold has crept into the other open rooms and along the trim boards. The closed rooms and the upstairs are less affected. The ell is not original to the building. A review of the exterior paint confirms that there is water getting into the wall causing the mold inside and peeling paint outside. There is also a rotted windowsill. There is no question that this needs to be remedied immediately. A cleaning company has been hired to deep clean the bad areas – including removing wall materials to the studs – and light cleaning of the less affected areas. The estimated cost is $8,000, approximately 1/3 of the estimate is for that one room. The leak will need to be located and repaired and then the walls rebuilt. JW has asked the cleaning company to save and clean the trim boards so that they can be reused. JT asked if it would be easier to just remove the ell. JW said that the cost of the removal and rebuilding the back of the building would likely be higher than repairing the ell. Additionally, this room does provide some storage space.

The discussion moved to the flooring of the large upstairs room, which is tiled and needs repair or replacement. One concern is whether the older tiles contain asbestos. JW said that he has learned that there is often less asbestos in older buildings than in newer construction. We need to find out what is under the tiles and then decide whether we are going to reinstall a tile floor or go for something that is more historically relevant. **JW will seek advice from people who regularly work with older buildings**. CPA funds or grants could not be used for maintenance/repair of tiled floors but may be something to pursue for bringing the building back to historical accuracy.

1. TOWN HOUSE ROOF – LD is working with the architect to get estimates and bid documents for the middle and back sections of the roof. We are looking to get the bids, with alternates, back in April and be able to take this to Town Meeting. The front section of the building will be tackled separately, after the other two sections are completed.
2. RECREATION PLANNING UPDATE – Dave LaPointe of Beals and Thomas, Inc. is currently the consultant for the Dennett School playground. He is available to look at our existing town facilities, including Harry Jason, and develop a plan for the various parts, including the potential costs for moving the fields, cutting more trees, putting the new septic system under the current fields, and repairing those fields**.** The funding for this will come out of the campus planning funds and are estimated to cost $10k. **LD is looking into the possibility of using ARPA funds for the new septic system.** We will review this project again in January. **LD will look at this from a procurement perspective to make sure that we follow proper procedures.**

## LIBRARY AND FIRE STATION ROOFS – More about this more in January, but one of the things that came up for the library is the need to do a hazardous materials test. We could probably fund this out of this year’s monies, which will help us get a jump on the project.

## DENNETT – Report by JW

## SOLAR – There have been ongoing contract, PPA and lease discussions. We are very close on the pilot agreement. We still hope to have all of the agreements ready by mid-February so that this can be set aside until Town Meeting. The contractor can go ahead and pull the permits and get the materials ordered so that they can start work as soon as possible after TM. Actual construction will take about two and a half weeks and must be completed by the end of June. Failure to meet that deadline will result in an additional charge of $3,000 which will affect the rate of pay. If we save that $3k, we save more money over time.

## FLOOR TILES – There is an ongoing issue with floor tiles in the school. Some come loose in the winter and stick back down in the spring. They will chip away at this problem, one class at a time, beginning in January.

## OTHER ITEMS – JT has prepared a spreadsheet of the known Town Property projects, based in part on the Capital Planning work done by The Collins Group. JW put the spreadsheet on the screen for committee review. JT gave an overview of the spreadsheet design. Some suggestions include:

## Adding a column for estimated projects costs

## Tracking actual project costs

## Regarding funding sources – maybe add a column for “Other” to cover things like ARPA

## Adding a comment section

## Adding an Archive tab to show the completed projects

## The Dennett School Committee and school staff are working on a Capital Plan, similar to the SLRSD Capital Plan. Although some of the projects will be funded with excess funds from the school budget, it would be good to add these things to our spreadsheet. JW will forward the SLRSD plan to JT.

## Possibly using project numbers to help with tracking. JT will speak with LD and Town Accountant Lisa Hart to see if this would be helpful

## JT will make these changes and circulate the document to committee members. JT said he could also create a second spreadsheet for long-range (30 years?) tracking of the properties.

## MINUTES – NB moved that the minutes for October 20th, November 3rd and 17th be approved as written. JT seconded. Roll call vote: JT aye, NB aye, CT aye, JW aye. RM was not present for this vote.

1. NEXT MEETING – Tentatively 1/5/22, 6 p.m. Expect to include Library Director Mike Slawson and either Police Chief Scott Benton or Fire Chief Silver.
2. ADJOURNMENT – 7:21 p.m.