**TOWN PROPERTIES COMMITTEE**

Minutes for November 12, 2020, 6:00 PM

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

Jon Wilhelmsen (Chair)

GUESTS PRESENT: Town Administrator Liz Dennehy, Mark Russo

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 6:06 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 noted that BETA Group is working on a plan to review the center campus water and sewer systems. They will join us at a future meeting when they have more to report.
2. Town Barn Roof Update – Report by LD. The architect provided justification for the need to meet the new energy code with increased R-value and support structure. The scope of this project moves it into the category of roof replacement and Alteration Level 1, rather than repair or recovery.

The advertising preps have been done, the architect is making a small adjustment to one of the drawings, and everything will be online on November 18th. Bids will start on December 3rd. Depending on the bids received, we’ll either have enough money remaining from the 2020 appropriation, we will draw on other sources, or seek additional appropriation at the 2021 Town Meeting (TM).

1. Town House Access [Ramp] Project – LD has an appointment scheduled with BETA Group on 11/18 to review the building, grading, and landscaping for the ramp. This will help with forecasting the cost of the project. LD will get a minimum of three estimates. The winter months will be used to create the design work and seek the bids. The expectation is that the project will be completed by the end of the spring, depending upon the weather.

Discussion: NB wondered about the possibility of installing a heated ramp to keep it accessible for wheelchairs in winter conditions. LD will see that the design includes this as an alternate option. RM said that this may add a significant cost if the project requires structural concrete rather than wood/composite materials. It is unknown at this point whether a wood/composite structure can be heated. This would also increase the annual utility bill. A heated ramp will not deal with heavy snows so the design should include aspects that will allow for easy snow removal without the need to lift the snow over the railing.

1. Town Building Roofs – LD received a bid from Habeeb and Associates to assess the roofs of the Town House, Library and Fire Station. The cost is $3,500 per roof for a total of $10,500.

Discussion: The Town House roof has been ineffectually repaired a number of times and there are still leaks. This is not good for the building, its contents, and the Town’s employees. We need full knowledge of the repairs/replacement needed - including possible underlayment, insulation, or structural needs - in order to acquire detailed estimates that will allow for preparation of an accurate warrant for TM. The end product should be a roof that will be free from issues for at least 25 years. The Town House roof will likely be extensive enough to be funded through the Capital Account. The funding for the assessments of the other roofs, adding the Old Town House to the list, can also be sought at TM. The committee prioritized these roofs in the following order: Library, Old Town House, Fire Station.

JW moved that the Town Properties Committee recommend to the BOS that they move forward as soon as possible with getting the assessment done on the Town House roof. NB seconded. Roll Call Vote: NB aye, RM aye, CT aye, JT aye, JW aye.

1. Flagpole – LD received a quote from Brenner Signs and Awnings Company for $1,495. Their proposal includes a new 25’ fiberglass flagpole with rigging and base ($895), installation and concrete ($350), and removal/disposal of old pole ($250). **LD will follow up with Rockland Flag to get their bid.**

Discussion: The cost is much less than expected. This is a large impact project with a small financial impact. What is the height of the current flagpole? We probably don’t want to install anything shorter. The location will need a slight adjustment due to the concrete pad. Do we want to relocate it to another area of the Green? Probably not. We may want to include lighting (solar powered?) to the project. The Plympton Fire Association and the Veterans may be willing to contribute to the project. **LD will follow up with these groups.**

1. Joint meeting with the BOS and FinCom on 11/16/20. **JW will develop a list of committee concerns to bring to this meeting.**  He will also speak with FinCom Chair Nathaniel Sides regarding a liaison to this committee.
2. Town House Pipes – This may be partially included in BETA Group’s work. **JW/LD will pursue information on getting the inside system(s) scoped.**
3. FIRE STATION – Chief Silva is researching options to deal with the need for an extended bay to accommodate the larger new vehicles. These options will include both temporary and long-term solutions, and an estimate of the costs. We still plan on having the Chief present at an upcoming meeting with BETA Group.
4. MINUTES: NB moved that the minutes for October 29th be approved as written. JT seconded. Roll Call Vote: NB aye, RM aye, CT aye, JT aye, JW aye.
5. NEXT MEETING: TentativelyWednesday12/2/20, 6:00 with BETA Group.
6. ADJOURNMENT: 7:10 PM (NB moved; JT seconded)