**PLYMPTON TOWN PROPERTIES COMMITTEE**

Minutes Wednesday, February 2, 2022, 6:00 PM

MEMBERS PRESENT: Nancy Butler, Ross MacPherson, Colleen Thompson, John Traynor,   
Jon Wilhelmsen (Chair).   
GUESTS PRESENT: Fire Chief Stephen Silva (FCS)

* 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 6:00 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.

1. DEPARTMENT HEAD BUILDING DISCUSSIONS: FIRE DEPARTMENT, Presented by Fire Chief Stephen Silva. FCS affirmed that this committee is well aware of the shortcomings of the building. He said that there are no current issues with the water or HVAC systems. Recent events have highlighted the problem of overcrowding for personnel. Of particular note is the difficulty presented by having only one bathroom for all of the extra people in-house for a mutual aid fire call and during the recent storm. The fire station was built in 1974 as little more than a garage for equipment to be used by an on-call department. Today’s department requires a greater in-station presence and the need for useable personnel space.

FCS then spoke of the waste pipe issues, the recent attempt at a fix, and looking forward to a better solution. The fire station has been subject to waste blockages and episodes of waste bubbling up into the shower when the toilet is flushed. A video examination of the pipes revealed damaged sections in the portion that runs along the driveway on the ball field side. Approximately 100’ of pipe was replaced. Though this eased the issue a bit, it is far from a complete fix. The problem is that the pipe is too small in diameter (4”), the run to the septic tank is very long, and the pitch is too shallow to allow gravity to move the waste along. Additionally, the new water-efficient toilet doesn’t dispense enough water to help move the solids. This can be alleviated by running the shower when the toilet is flushed, but this is obviously a temporary help and wasteful.

JT asked if we could add a tank to hold the solids as a short-term fix. RM agreed that this could be helpful. JW said that we need to come up with a long-term and interim plan. We also need to determine if ARPA funds will cover a new septic system. FCS mentioned that the campus water system is very close to becoming a public water supply.

The discussion turned to the warrant article for the fire station feasibility study. FCS spoke with Todd Costa of Kaestle Boos Associates. KBA is a multi-disciplined architecture firm which focuses on municipal design. They worked on several local fire stations including the Sandwich station which approximates the type of project suitable for Plympton. KBA was Plympton’s second choice for the police station. They have shown that they can do projects that are modest and reasonable. KBA does feasibility studies to help municipalities determine town and departmental needs, location and engineering for site suitability, concept drawings to finished build-ready plans, budgeting, etc. The cost of the study is determined by the scope of the final product desired by the town. Todd Costa is willing to come to a meeting to talk about some likely scenarios and how to decide on what we want from a study. We know our likely site, but it needs engineering to determine suitability. We know the type of building we want but perhaps we want to make the step to get the full set of plans. The feasibility study will also give us the information needed to create bid documents that are complete and clear so that they won’t encourage contractors to add extra to cover project unknowns.

COVID and time have had an affect on construction projects. Costs have increased, and it has become more difficult for companies to find the manpower to do the projects. We want to do a feasibility study so that we understand the costs of building a new fire station now, in a year, or in five years. It doesn’t mean that we are going to build immediately but it means that we understand as much as possible about when and how to do it.

**FCS will invite Todd Costa to an upcoming meeting.** FCS exited the meeting.

1. TRACKING SPREADSHEET REVIEW – JW reviewed the changes and updates made to the spreadsheet. He added some information about the Dennett School from Peter Veneto and Mike Durkee. JW will talk with them again to get some Capital planning data which will carry the projects out three to five years and to better understand the timing on some of the items.  
     
   JW spent time with Mike Slawson reviewing the library items discussed at our last meeting. MS’s list was thorough and complete with big and small needs. JW created a secondary library-only spreadsheet based on the list and his conversation with MS. He also learned that the library does not currently have a working water heater.   
     
   NOTE: NB suggested that a similar extensive list be made for the Town House. JT suggested that this could be done by a cooperative effort between Bri, Steve Sarro, and the department heads. **JT will follow up on this.**
2. REVIEW OF POTENTIAL TOWN MEETING ARTICLES – Liz Dennehy put together a first draft list of potential warrant articles. It is not yet complete. We need to understand how much we need each of the articles, what is left in the maintenance budget and where it can be spent. JT said that there are some past articles for which the funding was not used fully or at all. These monies need to be moved to an account from which they can be used.
3. Fire Station Feasibility Study – see above discussion. A complete study will cost approximately $300k. This will give us shovel ready documents so that when Town Meeting decides the time is right to go ahead with the project, we will be ready to do so. We will know more about the cost after our meeting with Todd Costa.
4. Library – The lighting project and the water heater, plus a small contingency, would put the library warrant article at $9,000.
5. Old Town House – We need to come up with a number for the work to be done on the exterior of the building. This will include the work on the ell (roofing boards, roofing, flashing) as well as the soffits and windowsills that need repair. The painting work can come out of the regular maintenance budget. **JT will speak with Paul Fernald to get an estimate.**
6. Town Properties Committee – Consultant fund will not need to be refurbished.
7. Town House –  
   i. Main Entrance Redesign – will likely come out of ARPA funds.

ii. Waste Pipes – 2 stages: (1) videotaping, (2) lining. Need cost estimates for article.  
iii. Sections 2 and 3 roofs – Talking with architect to get the bids in.

1. ACTIVE PROJECTS

A. Town House Roof – Nothing new at this time.

B. Dennett Solar – Nothing new at this time.

3. FUTURE PROJECTS

A. Recreation Planning – Nothing new at this time.

B. Town Campus Phase II – Nothing new at this time.

C. Library/Fire Station Roof – Nothing new at this time.

4. TOWN BUILDINGS

A. Center Street Garage – Nothing new at this time.

B. Dennett Elementary – Nothing other than the update to the Trackable Spreadsheet

C. Fire Station – See discussion with FCS above.

D. Library – Nothing other than the update to the Trackable Spreadsheet

E. Old Town House

i. Mold/asbestos remediation – The asbestos remediation work is scheduled to start on February 8th. When that work is complete the building will need to be tested again and inspected by the Health Agent. If everything is safe, the building can be opened for use.

F. Police Station – Nothing new at this time.

G. Town Barn – Nothing new at this time.

H. Town House– Nothing new at this time.

I. Transfer Station – Nothing new at this time.

5. OTHER DISCUSSION

A. JT suggested that this committee meet with Representative Kathy LaNatra to see what money might be available at the State level.

B. We need a list of all the equipment and projects that have been paid for through grant monies.

C. Liz Dennehy has done a great job laying the groundwork and developing a process to help us get grants.

D. We need two meetings with FinCom: (1) to go over everything, (2) to have some back-and-forth conversation.

E. CT will send the Draft Annual Report for comments

6. MINUTES – JW moved that the minutes for January 19, 2022, be approved as amended. JT seconded. Roll call vote: JT aye, NB aye, RM aye, CT aye, JW aye.

7. NEXT MEETING – Tentatively 2/16/22, 6 p.m.

8. ADJOURNMENT – 7:32 p.m.