

COUNCIL ON  
PUBLIC FACILITIES

TOWN HALL  
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Malcolm Whyte  
*Chairman*  
Bruce Hampson  
*Vice Chairman*  
Paul Hannah  
*Secretary*

Eric Cameron  
Jim Evans  
Trevor Huffard  
Peter Millar

**MEETING MINUTES  
COUNCIL ON PUBLIC FACILITIES  
THURSDAY, APRIL 12, 2012  
TOWN HALL MEETING ROOM B**

**PRESENT:** Malcolm Whyte, Bruce Hampson, Paul Hannah, Jim Evans, Trevor Huffard

**ABSENT:** Eric Cameron, Peter Millar

**GUESTS:** None

Mr. Whyte called the meeting to order at 5:30 PM.

- 1. Approval of Minutes.** Trevor Huffard moved approval of the minutes of February 29, 2012. The motion was seconded by Bruce Hampson and carried unanimously.
- 2. Comstock Roof.** It was reported that the Board of Selectmen is proposing that bonding authority be sought to replace the current Comstock roof with a new EDPM roof with 20-year life, at a cost of approximately \$650,000 plus approximately 10% for soft costs.

After discussion, Bruce Hampson moved that the Council of Public Facilities not recommend spending approximately \$700,000 for re-roofing Comstock with a 20-year estimated useful life until a complete scope and estimated cost of the other building long term upgrades are determined. This is in consideration of the fact that the underlying asset does not have 20 more years of life. The Council recommends that prior to committing for roof work, in accordance with the Town bonded capital process, the Board of Selectmen prepare a Statement of Requirements and obtain a cost estimate to bring the entire building up to standard. The Council considered that the process from Town Meeting vote on the bond issue to actual start of re-roofing would be many months, thus allowing time for the suggested Statement of Requirements to be prepared. The motion was seconded by Trevor Huffard and passed 5 – 0.

- 3. Middlebrook Roof.** The Council reviewed the Watsky Associates Roof Evaluation report of March 31, 2012. This included a schematic of the roof, with areas designated A-K. Areas A-E are recommended to be reroofed within the next five years, while other areas do not need major work.

After discussion, Malcolm Whyte moved that the Council recommend the Board of Selectmen consider combining roof areas A, B, C, D and E as a single construction project to allow coordinated design of all sections while implementation may be phased. It is the Council's opinion that recommendations contained in the Watsky Associates report are appropriate to the needs of the building. The motion was seconded by Bruce Hampson and passed, 5-0.

4. **Miller-Driscoll Statement of Requirements (SOR).** It was reported that the members of the Board of Selectmen would prepare individual questions relative to this SOR and that the Board of Education would prepare a comparison chart of proposed and existing spaces, and that they will be forwarded to the Council for comment. At this date, no items have been forwarded for comment by the Council.

There being no further business, the meeting adjourned at 6:30 PM

Paul Hannah  
Secretary