

Joint Facilities Committee

Thursday December 11, 2025

6:00pm DPW Conference Room/Virtual

1. Call to Order

6:03pm

2. Roll Call

Present: Bethany Ouellette, Doug Maxellon(virtual), Danielle Girard, Janet Cushman, Kelsey McGuire-Bruce (virtual), Zach Zannoni (chaired the meeting in Gina's absence), and Joe Muller (virtual until 6:30).

Also present: Erik Wicander

Absent: Gina Cekala and Marie Pyznar.

3. Approval of Minutes – October 9, 2025

Motion by Bethany Ouellette, seconded by Joe Muller to approve, Janet Cushman and Danielle Girard abstained, and the rest were in favor of approving the minutes.

4. Special Guests

None.

5. Unfinished Business

6. New Business

A. 2026 Meeting Dates

A motion was made by Danielle Girard to approve the 2026 meeting dates, seconded by Bethany Ouellette, all were in favor.

- Document appended to the minutes

B. Transfer Station Renovation Project Change Order

Eric Wikander provided the committee with a description of what the change order amount was for. He described it as being punch list items from the larger project. It is a change order to pay billing that is old. The new charges are \$42,000. He stated that they had some difficulties with the scale house coming in a bit heavier than it was originally designed. It then warranted a larger crane. When it was installed, the platforms and ramps did not meet ADA code. They

also had to alter the depth underneath for utilities. The water in the building was freezing so they had to connect staff for an additional cost. The crawl space for utilities was \$15,000, the alterations to the water line were a further \$920, the crane excess was \$2999. The ADA code alterations were the bulk of this at \$36,009. They took out a bulky waste dumpster pad out of the scope for a credit of \$13,800. The change- order total is just over/just under \$42,000.

Doug Maxellon asked Eric Wikander to confirm whether they constructed it differently.

Eric stated that he thinks that it was site conditions that drove the changes.

Members of the committee asked to have a copy of the change order along with an explanation of the charges.

Kelsey McGuire-Bruce asked what if any impact there would be to the timeline if we tabled this item tonight.

Doug Maxellon would like to review the change order before he approves it.

Erik Wikander stated that they were hoping to close the project out tonight but there is no impact on the deadline that is preventing us from getting this one at the next meeting.

ACTION

Danielle made a motion to move into discussion for the change order, seconded by Bethany Ouellette and with a SHOW OF HANDS vote, all were in favor.

Kelsey McGuire-Bruce stated that she would love to get a copy of it in front of her and to review it more since she is new to the committee. She will be at the next meeting to vote on it.

Joe Muller stated that he would like to wait and review as well.

Zach Zannoni wanted to confirm there would be no repercussions for not paying the vendor now.

Eric Wikander stated that the vendor is understanding of the situation. There was a lot of clerical work that went into arriving at this point. There are no repercussions for not paying on schedule, we are already extended.

ACTION

Bethany Ouellette made a motion to table the change order until the next meeting, it was seconded by Danielle Girard, and with a SHOW OF HANDS vote, all were in favor.

C. Review of Roof Projects

Parkman

Eric Wikander stated that a design has already been made. The state grant for reimbursement has been certified. We are on the clock with this project, which means from May 1, 2025, we have 2 years to start this project. The next step will be a plan review with the superintendent's office and DAS (Department of Administrative Services). He would like that done in the next 4-6 weeks. He would like to go out to bid early winter, end of January, beginning of February.

Danielle Girard stated that she is part of the pre-referendum committee and wanted to know what the reimbursement will be versus the cost.

Kelsey McGuire-Bruce asked if we are beyond the point of waiting to do the roof because it was part of the roof referendum that passed.

It was mentioned that the committee had talked about it in previous meetings that the taxpayers did vote for this, and they are expecting the roofs to be completed.

Bethany Ouellette stated that we obviously don't want to spend money on a building that we may not use so these have been staged with that in mind.

Danielle Girard stated that there have been significant changes that are happening to possible sites. Parkman may be one to be knocked down and completely rebuilt. She doesn't want to put another Band-Aid on it but if this referendum passes, they will start construction as soon as possible.

Eric Wikander stated that the reimbursement rate on this project is 70.71%. The project estimate is \$2.291 million, and the estimated grant is \$1.62 million.

Danielle Girard stated that she knows that the residents voted for the roof referendum, but she is fearful that we may put a new roof on and then just tear it down.

Bethany Ouellette added that if we do not keep the building for 20 years after the new roof is put on, we would owe the state back the reimbursement money.

Zach Zannoni was asking if there has been any discussion on a waiver like the one that we received for Hale.

Erik Wikander could speak with any authority on that.

Zach Zannoni stated that we can't just do nothing, because roofs are caving in but at the same point do we spend millions of dollars on a building we may end up demolishing.

Danielle Girard stated that it will cost more money to fix the existing schools' basic needs than it will to build brand new schools.

Eric Wikander did add that you would be on the hook for the reimbursement minus the depreciation.

Zach Zannoni asked if we could get a list of the potential amount of money that we may be on the hook for with these roof replacements.

Eric Wikander will get that information.

Danille Girard asked if there was any communication between JFC and the referendum committee.

Kelsey McGuire-Bruce thinks that we need to pause if we can because of the changes to the pre-referendum sites. We don't want to spend money on buildings that may be demolished.

Erik Wikander stated that the construction 2-year window that started on May 1, 2025, means we are locked into 70.71% reimbursement. We can reapply in the future, but we are not guaranteed the same reimbursement rate.

Zach Zannoni asked if we still had time if the referendum does not pass.

Erik Wikander stated that construction needs to start by May 1, 2027. Typically, it would be done when classes are over. You could start construction before school is out but the challenge with that is that job in any roof project is abatement which cannot be conducted with anyone in the building. The next

step in the plan review, so he stated that he could request a 2-month waiver at that time.

It was suggested that the chair of JFC reach out to Randy Daigle so that the two committees can be in communication. It was also brought up that the last town council had some urgency towards showing progress with the roof referendum. We need to figure out what we need to do and do right by the town and our kids in our schools. John Dague was coming to our meetings and updating us. He could not make it to the meeting tonight. We will make sure he can attend the next meeting.

Stowe and Crandall

Erik Wikander shared that both projects are proceeding parallel. They are both in design stage and are both about 90% right now. The next will be to submit those designs in the initial grant application to the state.

There was additional discussion about how the schools may or may not be affected by the school modernization referendum. It was discussed that the money has already been spent on the design of these roof projects.

There is no Plan B if the school modernization referendum does not pass. Erik Wikander encouraged the JFC to continue to keep these projects moving forward because the roof referendum is Plan B right now. In 2015 Russell and Dawson did an assessment to estimate what the cost of just repairing the buildings would be. They estimated \$160 million to just repair. They are estimating \$76 million to do new construction.

Someone from the committee stated that they heard conversations about them wanting to move students into Alcorn to increase the reimbursement rate for that roof.

It was mentioned that folks from IT have already been moving over to the Town Hall. It was stated that the higher the percentage of the building being used for educational purposes the higher the reimbursement would be. Currently the building is not eligible for reimbursement, our application was denied.

7. Committee Comments

Members of the committee wanted to know when our last facilities plan was made.

It was shared that the most recent “Master Plan” was 2018, done by BL when Donna Szewczak was chairing the committee. The committee has deviated quite a bit from that plan. A conversation may be needed to see whether we need to increase the role of this committee. The current charge covers all buildings.

8. Next Meeting Date-

January 8, 2026

9. Adjournment

Motion to Adjourn by Bethany Ouellette, seconded by Danielle Girard, at 6:52pm, and all were in favor.

Respectfully submitted by,

Tina Demers
Joint Facilities Secretary

Joint Facilities Committee Meeting Dates

(2nd Thursday of the month at 6:00 PM)

January 8, 2026

February 12, 2026

March 12, 2026

April 9, 2026

May 14, 2026

June 11, 2026

July 9, 2026

August 13, 2026

September 10, 2026

October 8, 2026

November 12, 2026

December 10, 2026