

Joint Facilities Committee

Thursday October 9, 2025

6:00pm DPW Conference Room/Virtual

1. Call to Order

6:03pm

2. Roll Call

Present: Jim Nasuta, Bethany Ouellette, Doug Maxellon, Gina Cekala(virtual), Charlotte Riley(virtual), Emily Clifford, and Bob Cressotti.

Also present: Erik Wicander and John Dague.

Absent: Scott Ryder, Joe Muller, Tina LeBlanc, and Dean Gousse.

3. Approval of Minutes – July 10, 2025

Motion by Bob Cressotti, seconded by Doug Maxellon to approve, and all were in favor.

4. Special Guests

None.

5. Unfinished Business

A. Update on Roofs

Items will be discussed under items B-D.

B. Update- Parkman Roof Replacement Reimbursement Application Process

Eric Wicander stated that every item is ready for the DAS review except for the environmental assessment. There was a delay with that because our on-call contracts changed over with the fiscal year. After Fuss & O'Neill was chosen they had problems with some of the terms. After some deliberation they did accept the terms. A PO has been issued for the environmental assessment. Once the assessment is done, we will be able to schedule a plan review and then submit to the state for the reimbursement application. Silver Petrucelli did the design work. The budgeted amount for the project was \$2.9 million, and we are looking to be under budget at \$2.3 million. Construction is predicted to be done in summer 2026.

C. Update- Close Out of the Police Dept. Roof Project, Punch List Items

Eric Wicander shared that we had a flat mechanical roof failure that was causing a leak over the evidence storage room and the captain's office. That was replaced back in August. The last item that needs to be done is tying the new downspouts into the existing underground drainage structures. They started that process today. Some of the gutters were upsized to try and deal with ice dam issues. They also added extra downspouts to clear the water out faster.

D. Update- Close Out of the Central Library Roof Project, Punch List Items

Eric Wicander corrected information from the last meeting. They will not be wrapping the chimney with stainless steel, instead it will be 24-gauge steel like ribbed corrugated siding. It will be placed vertically wrapping the chimney with flashing at the top and bottom. This is what the additional \$13,000 is for. The funds were appropriated at the town meeting. A PO has been issued to Eagle Rivet for this. This is the final punch list item.

Other options that were investigated would cost the same if not more.

E. Update- Status of Design Work for the Crandall and Stowe Roof Projects

Eric Wicander shared that we are actively pursuing design work for both Crandall and Stowe. We are in design phase right now. Silver Petrucelli was on site at both buildings on September 16, taking measurements and doing other field work. There is no current timeline for when the design will be done. Eric's rough estimate of work being done for Crandall and Stowe would be summer of 2027. We will need to have a program change when Stowe is done because of the programs that it houses.

6. New Business

None.

7. Committee Comments

Charlotte Riley shared that we received a report from PERMA and there are four things on it that need to be attended to that are facilities related.

-At JFK the water heaters are equipped with an exhaust condensate neutralizer. The neutralizer appears to be spent. They need to be tested and replenished.

-At Stowe, the safety relief valve on the boiler is leaking and did not open smoothly when tested.

-At Parkman, the insulation on the piping is too close to the vent duct and shows signs of heating up and burning.

-At Enfield Street School, the safety relief valve on the boiler did not open smoothly when tested.

Eric Wicander stated that these are routine inspections that are performed by the insurer of any pressure vessels. They will be taken care of through the normal work order process. The condensate neutralizers are a preventative maintenance done once a year. Eric stated that he will be going to check out the findings at Parkman himself.

Charlotte stated that if we are going to put a referendum forward for four new schools, we need to have a maintenance schedule for the buildings that we have done already.

Eric 100% agrees with that statement. He shared that we have recently hired a new facilities manager, Ruben Gabriel. He is coming to us from the Federal Bureau of Prisons where he was the facilities manager for nine years, and he is a master electrician. He will be replacing Mark Gahr. Ruben coming on board will free Eric up to do what he was hired for, Deputy Director of DPW.

John Dague shared that the two final audits for Eli Whitney and Hazardville Memorial were completed by the state, and the final documents are in.

Doug Maxellon asked if we are just a roof committee at this point.

Jim Nasuta added that he thought the charge stated all renovations.

Gina Cekala added that there are field projects going on. She said that field projects are not currently going through Joint Facilities but would like to see that change in the future.

Some members of the committee suggested that the Town Manager needs to reinforce the charge of the committee.

Bethany Ouellette added that we need continuity, and that the lack of it stops progress.

Bob Cressotti suggested having the new Facilities Manager, Ruben Gabriel, come to a future Facilities Meeting.

8. Next Meeting Date-

The committee members decided November 13, 2025, to be cancelled. It would be too soon after elections to hold it on the scheduled date. Next meeting date will be December 11, 2025.

9. Adjournment

Motion to Adjourn by Doug Maxellon, seconded by Bethany Ouellette, at 6:45pm,
and all were in favor.

Respectfully submitted by,

Tina Demers
Joint Facilities Secretary