Meeting Minutes
January 12, 2022
via Zoom

Members present – Amy Bisbee; Dan Bonham; Jason Connell, Fire Chief; Mary Dudek; Dave Mathers; Jean O’Neil; William Sayre; Daryl Springman, Deputy Fire Chief; Denise Wickland, Chief of Police; Robert’s Ipad

Members absent – Robert Reinke, Police Officer

Associated participants present – Kevin Chrobak, Juster Pope Frazier Architects; Dick Guzowski, Energy Committee; Paul Kennedy, Planning Board and Water and Sewer Commission; Robert Todisco, P3.

Members of the public present – none

Meeting was called to order at 6:01 pm.

Review of Minutes:

Minutes from December 15 were approved.

Update on final design:

Mr. Chrobak presented his idea for incorporating accent lines on the north roof made by using an alternate color of shingle. This would break up the mass of the roof and tie in with a similar feature on the old railroad station in town. He will speak with roofers about cost. There may also be a way to tie a pattern in that accentuates the various roof angles.

Another idea is to look for an artisan with connections to Williamsburg to make the signage for the north side of the building. This would allow for a traditional sign, rather than something standard from the general contractor. The contractor would install the mounting blocks but the sign itself would be outside of the contract, and provide the
opportunity to do a fundraiser to pay for the sign. A sign maker, now working in Brooklyn but who grew in in Williamsburg, has been approached, and estimated a
$10,000 cost or less. Grafton Sign will also be contacted, for cost comparison.

A question was raised about the bid alternates. The primary alternates are a radiant slab in the equipment bays and a half-inch, no-sag gypsum board ceiling in the equipment bay. Mr. Chrobak had spoken with the estimator about the best way to handle these alternates and was told that add-alternates work better than add-deletes, an option discussed at the December 15 meeting. The radiant slab is the priority alternate, especially because it must be done as part of construction, whereas the gypsum could be added at a later date. Gypsum board is not required by fire code because the building has a full sprinkler system. The amount of insulation is not affected by lack of gypsum board. Full bays of insulation are covered with a vapor barrier held in place by strapping. There is a possibility that additional funding from state or federal grants will become available. If that happens before construction begins, it is easy to ask the general contractor to add on to the project. A motion was made and approved unanimously to list the radiant floor as the first add-alternate, and the gypsum ceiling as the second add alternate.

Review of the site plan:

An update came from Jeff Squire from the Berkshire Design Group. He suggested that the chain link fence be removed. However, that fence, as well as some of the plantings are actually off property. The stream wanders back and forth across the property line of two abutters. Suggestions were made to speak to the abutters and to move the plantings out from the stream. Mr. Chrobak will ask Mr. Squire to make the shift on the site plans.

The large maple on the north end of the upper rain garden was left shown on the site map to illustrate why it needs to be removed. A motion was made and accepted unanimously to remove that maple. The town is investigating whether the highway department could take down that tree and others, depending on the department budget. It would cost less than if done by the general contractor. The Norway Maple tree is going to be sawed into boards and sold for mementos as a fundraiser.

The utility plan submitted with the Notice of Intent shows a straight dark line running from the building to Main Street. This is the new sewer line, and is planned to run adjacent to the old sewer line. Concern was expressed about the old line collapsing. However, digging out the old line would add cost as well as require fill which would have a greater likelihood of settling. The new line could be shifted slightly to the west to avoid any settling issues.
Review of the bid schedule:

P3 needs two extra weeks to get the documents ready. Most likely the documents would go out on Monday, February 7 rather than January 19 as shown at the December 15 meeting.

Erosion control and fencing are listed on the construction schedule rather than the demolition schedule because the general contractor will be responsible for the site for the duration of the project and will be responsible for maintaining the controls, which will be in place before demolition begins.

P3 just received feedback on the bid documents from the Williamsburg Town Counsel. The feedback has not been reviewed yet.

Discussion of local boards:

The joint meeting of the Planning Board and Zoning Board of Appeals is yet to be scheduled.

Paul Kennedy, representing the Water and Sewer Board, asked about the pipes under the Helen E. James building. The pipe that was bringing water into the basement has been plugged. It will be removed during demolition, and the water flow will be channeled into the curtain drain surrounding the new building.

Mr. Kennedy also asked for assurance from Police and Fire about operating processes, limiting noise. This issue is the jurisdiction of the Planning Board.

Other items of discussion:

- Mr. Guzowski asked about the siding, which appears to go to the ground. There is a termite shield and water protection built into the plans.

- Avoiding issues with heat pumps that occurred at the Dunphy school–The Public Safety Complex will have an elevated heat pump, and racks can be specified for further elevation. In addition, the roof line won’t result in dumping of rain or snow on the units. This aspect of the new building will have particular scrutiny. The heating and cooling controls are going to be easy to use, even remotely with a phone. Training for their use and management will be video taped for use in the future.

- The commemorative plaque in the Helen E. James’ exterior wall can be removed
anytime.

• The metal picnic table that is currently on-site will remain for now.

• The highway department will be asked to remove the DOT marker that is present at the school, so it can be returned.

Next meeting:

The date for the next committee meeting is scheduled for January 26 but will be canceled if not needed.

Meeting was adjourned at 7:15.

Documents used:
• NOI site plans
• Elevations

Respectfully submitted,
Melinda McCall