

**Community Center/Library Committee**  
**Meeting Minutes from Monday, December 5, 2022**

Mike called the meeting to order at 5:34 p.m., upstairs in the Town Hall.

Members present were: Mike, Paul, Rich, John, and Audrey. Roger attended virtually.

Guests present in person were Jennifer LaRoche (Library Trustee), Charles Buckley (HVAC Engineer), and Peter Stewart, (Architect) and, virtually, was Bryant Lehr, (Project Manager).

Minutes from the November 28<sup>th</sup> meeting were reviewed and approved by the committee.

**First on the agenda:** Mike posed a list of questions (that the committee had) to Charlie from Brown Engineering (HVAC Engineer). Some of the questions revolved around what type of **HEAT** and **AIR** would be most efficient both for use, installation, and cost of operation. Fully covered were VRF (variable refrigerant flow), **GAS** (propane) utilizing four individually controlled units (with power vents located in the gables so snow blockage will be avoided), and **SOLAR** (supplemental). When asked, Charlie said that gas was the least expensive and quickest to come up to temperature if the rooms were going to be kept cool when not in use. The difference being that VRF fires at 90 degrees and gas fires at 135 degrees thus the VRF takes hours longer to come up to temperature. Solar could be added later with no problems using the asphalt roof. The building design itself could handle the additional weight of solar panels and wiring for solar can easily be added at a later date. The **DUCTWORK** will be hard metal and run in the basement with registers to the first floor. Also discussed with Charlie was the size of the **GENERATOR** that would be required to qualify as an Emergency Shelter. He will come back to us with a recommendation. **ATTIC INSULATION** will be blown in but instead of being the standard 38R factor it will have a 50R factor. **PHONE AND CABLE** will use Cat #6 cable and the committee will choose locations for them at the next meeting. The phone system will be voice over internet protocol similar to the Town Office. **ALARM SYSTEM** will be priced with the addition of key cards for entrances (there will also be keys), however, by utilizing the cards system the person in charge of security can deactivate a card when necessary instead of chasing keys. Mango will be contacted to price the units and system. Charlie left the meeting at 6:20 p.m.

**Second on the agenda:** Mike reviewed a list of questions with Peter, from Peter Stewart and Associates. A **DRINKING FOUNTAIN** will be directly piped from the buildings well, located in the lobby, and a guest will be able to get a drink and/or fill an exercise water bottle. The **CEILING HEIGHT** in both the Library and Community Room produced a lengthy discussion as to whether we could save money by lowering them from 12' to something lower. In the end it was decided to leave them at 12' because we have extra insulation in the attic, the lighting would be more efficient, and from the outside a 12' ceiling would make the building more appealing. The **STAIR CASE** from the first floor to the basement is secured when the building is open for public use of just the rest rooms. The main floor of the building will be fully **ADA compliant**. Because of the building design, **no** need for **gutters** or **down spouts** instead we will have gable ends over the doors and drip edge all around. The **KITCHEN** will have a pass-through window into the community room with storage below. The east side of the **COMMUNITY ROOM** will have a large storage area for table and chairs.

**Third on the agenda:** Mike went over some committee question with Bryant, from CCI. The committee had asked Bryant to break out the anticipated cost of moving the old fire station to the Public Safety Building lot and attaching it to the current fire station. Although it is speculative at this point it will be around \$300,000. The committee felt this was a far better solution than spending \$600,000 to \$700,000 to put an addition on the Public Safety Building to house the vehicles, trailers, and equipment now stored in the old fire station.

**Time Line Moving Forward:** All final changes or discussion of same need to be to Peter, the Architect, prior to the end of December. He will then do the final drawings and give them to Bryant, of CCI, to officially put out for contractor bid. The committee should have some solid figures by the end of March.

Peter and Bryant left the meeting at 7:09 p.m.

**Committee assignment for the next meeting Dec. 19<sup>th</sup>.**

Mike and John will meet with the Library Trustees at their regular meeting, Dec, 12<sup>th</sup>, and will report to the committee any input that results from that meeting.

Mike and John will talk with Bryant regarding the letter of intent.

Mike will speak with the solar people to get a firm plan and costs

Rich will speak with Pemi Fuels regarding the size propane tanks needed and the cost of same.

John will review the cost of running the present library from a report that Alison compiled.

John will work on a progress report article to publish in January in the town's newsletter.

Rich will try once again to contact the state regarding the Inflation Reduction Act funds.

Financing was discussed again and it was decided to begin pursuing sources in Jan.

Rich will contact Mango regarding new installation pricing

A motion was made, seconded, and unanimously voted to adjourn. The meeting adjourned at 7:40 p.m.

Respectfully submitted,  
Audrey Johnson