

## Meet with the Buildings Committee & Select Board October 8, 2025\*

A.

The Buildings Committee met their quorum with Frank McGinn, Stephen Dallmus, Jeff Quackenbush, and Phil Parker present.

B.

Frank McGinn asked for clarification on what the Select Board views as the Charge and overall duties of the Buildings Committee. Stocker and Makepeace-O'Neil both expressed that they believe the Buildings Committee should be involved and coordinated with large infrastructure items such as the school and their previous boiler situation they spent a lot of money on. McGinn shared he wasn't made aware of that issue when it arose.

C.

Anna Heard, who is on the School Committee, stated this issue with the boiler was an extraordinary situation that was unexpected. When the roof was redone, the cap that covers the vent for the boiler was removed and water leaked in. She said the problem has been solved and she apologized on behalf of the School Committee and the school for not keeping the Building's Committee in the loop.

D.

Farrell added that she hopes the Building Committee will be looped in sooner rather than later when problems arise, as they have a lot of expertise within the Committee. She stated we should also be looking more in depth at the contractors that we use. She would like a vendor list made of preferred vendors for the town to use.

E.

McGinn too suggested having a vendor list and also using work orders. Farrell suggested she would like a system that does not get bogged down for work orders and she stated sometimes there is urgency, and matters need to be attended to in a timely manner. She stated in those instances, a work order may need to be bypassed. Phil Parker added that we have got to start putting in place some more systematic approaches and some more professional approaches to help keep things running smoother. This will keep the buildings better maintained, they will last longer, and the town will save more money.

F.

Rob Kibler shared he has a lot of expertise with working with contractors and suggested that the town should utilize a vendor list and communicate with other towns about who they use and like. He also suggested using a green contract with electricians to expedite work. He thinks for vendor lists, those should go to each of the boards, and the names of the people who can authorize work to be done by that contractor should be on that list.

G.

Overall, the Select Board proposed scheduling regular meetings between building heads (School Principal, Fire Chief, Police Chief, Highway, Town Administrator, and Library) and the Buildings Committee to improve communication and coordination.

H

. The Buildings Committee adjourned their meeting at 5:35 pm.

- Meeting minutes copied from Select Board's minutes