

## Town of Hadley Building Committee

### Feb 23rd, 2015 Meeting Minutes, #28

**Present:** Gary Berg; Andrew Klepacki; David Waskiewicz; Daniel Regish; Timothy Neyhart; David Tudryn; W. Danylieko;

**Absent:** (none)

**Others Present:** Alison Donta-Venman (Library Trustee); John Mieczkowski (Planning Board);

**Call to Order:** Meeting called to order at 7:10pm

**Approval of Previous Minutes:** Minutes deferred.

#### **Correspondence and Public Comments:**

David T. met with D. Nixon and G Mooring; review of topics covered.

Review of previous Select Board Meeting.

5 Proposed articles were submitted

Cardno Asbestos removal was presented. David Tudryn's letter was helpful in communicating the need for their involvement.

Hist Comm (Ginger) replied regarding the TH doors. HC (Ginger) had recommended seeking CPA funds. This had been done and was rejected last summer. David T to update HC regarding this.

#### **Maintenance Budget:**

Annual maintenance costs are currently spread across several departments. Most are under the DPW budget, including NHH, SC, TH, and a portion of Russell School. The DPW building is under Highway Dept budget. It was discussed that these items should be organized under a larger maintenance budget umbrella, with building breakouts underneath that structure.

Input from the FinComm and SB should be solicited to improve the chart of accounts and reporting structure to streamline the budget process.

**ACTION:** W. Danylieko to discuss with FinComm Chair regarding possible restructuring the maintenance budget.

SB has invited MBC to the March 4<sup>th</sup> SB meeting.

Updated Critical Needs execution plan passed around and reviewed. Details filled in on Matrix. D. Tudryn, T. Neyhart and G Berg.

A review of the procurement rules was provided by D. Waskiewicz.

**ACTION:** David T. to discuss with David N. RE SC Flat roof.

The Critical Needs matrix will be updated for the March 4<sup>th</sup> SB meeting.

Metal Roof reviewed.

Town Report Narrative provided by T. Neyhart. An excellent overview, to be reviewed offline.

The draft master plan was reviewed and discussed.

New property search preparation plan:

Park and Rec: The situation remains dynamic. March 9<sup>th</sup> was suggested to bring Park and Rec in.

ACTION: A. Klepacki to schedule Park and Rec for March 9<sup>th</sup>.

D. Tudryn to write a brief agenda for March 4<sup>th</sup> SB meeting.

**New Action items:**

- W. Danylieko to discuss with FinComm Chair regarding possible restructuring the maintenance budget.
- David T. to discuss with David N. RE SC Flat roof.
- Klepacki to schedule Park and Rec for March 9<sup>th</sup>.
- D. Tudryn to write a brief agenda for March 4<sup>th</sup> SB meeting.

**Deferred Action items:**

- D. Tudryn to finish consultant RFQ.
- RFP for new land should go out.
- T. Neyhart to advance real estate assessment for NHVH.
- Town Hall temporary relocation plan ongoing.
- A site plan for MR property in North Hadley with APR overlay should be acquired for discussion.
- T. Neyhart to create No. Hadley fire substation drawing based on Fire Chief / W. Danylieko sketch.
- Second Follow-up to MA DOT letter: D. Regish; D. Tudryn
- Project Matrix modifications and updates: G. Berg and T. Neyhart
- D. Tudryn to create a site mockup of North Hadley fire substation based on Fire Chief specs.
- Formalize Elevation review around Russell School: In Process, T. Neyhart
- Swing space discussion for Park and Rec deferred after warrant article discussion.
- New position/responsibilities for town Building Maint. Supervisor draft of position outline/duties. D. Tudryn; Deferred.
- Cover costs of relocation of Park and Rec based on divestiture of NHVH
- From our discussion with the SB, define building maintenance structure/work flow going forward. Tabled.
- Seismic Requirements for Historic Bldgs: D. Waskiewicz, T. Neyhart. Awaiting Consultant.
- Discussion with HA regarding volunteers to help document layout of Russell School. D. Tudryn to contact HA Principal
- Town Buildings Historical Classification: D. Tudryn to D. Nixon, Hist. Comm.

**Upcoming Meeting Schedule:**

Mar 9, Mar 23<sup>d</sup>

**Other interesting dates:**

Feb 18<sup>th</sup> is the deadline for Annual Town Meeting warrant articles

**Adjournment:**

Motion to adjourn: **Motioned:** A. Klepacki, Second: G. Berg; Vote: 7-0  
Meeting adjourned at 8:30pm

Respectfully submitted,  
A. Klepacki

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