

Town of Kingston
Permanent Building Committee
Meeting Minutes
of
November 8, 2007

1. The Meeting was opened by Chairman, Ron Gleason at 7:15 pm. Other members present were Paul Armstrong, David Colter, and David Holmes. Absent was George Drummey.

2. Ron opened the discussion by stating that he was in receipt of a memorandum from Kevin Donovan, Town Administrator, dated October 30, 2007, in answer to Ron's memorandum of October 12, 2007 to him regarding the present condition of the Maple Avenue School. Kevin continued that the Selectmen have voted to authorize him to obtain quotes to have the building demolished. He further stated that initial inquiries reveal that an estimated cost for demolition would be in the range of \$40,000 and in view of this, it will be necessary to bring this matter before the April, 2008 Special Town Meeting for consideration of funding of such a request. Ron stated that the PBC would be writing back and inquiring as to what the cost might be to do an environmental study on the property. **(A copy of this October 30th memorandum is attached for ready reference.)**

2. A **Motion** was made as follows on three outstanding sets of Minutes, **seconded** and **so Voted as follows**: Minutes of September 27th, 2007, motion made by David Holmes and seconded by Dave Colter; Minutes of October 9, 2007, motion was made by Dave Colter and seconded by Paul Armstrong; and Minutes of October 25, 2007, was made by David Holmes and seconded by Paul Armstrong.

3. Ron reported on having met with the Historical Center Development Committee on October 26, 2007. He suggested to them that when they get a plan together as to just what they wanted to go forward with that they then make an appointment with this committee to share this information with us in one of the larger meeting rooms in the Town Hall. Paul Armstrong said they need to tell us and share with us their best design plans. Ron did have some Drawings they distributed at this meeting and they did discuss such things as to where the stairway and elevator were being proposed. What Ron noted was that it looked like what they were proposing, you would have to walk around to the back of the building to get in and you would be on the second floor when you entered. They

also mentioned that they wanted the present spiral staircase removed. Dave Colter asked if this would all be handicap accessible and it was thought to be so but to accomplish this, there would be a jut-out on the building so outside room would be tight and parking would have to be in the back. They had an estimated bill to start the paperwork for the next phase, amounting to \$15,000. Ron cautioned them that whatever money you pay to the Architect, you cannot get back, so they should know what they are paying for before they pay any money out, as well as how much has been spent and how much money is left. David Holmes mentioned that he was hearing that there was an estimate of \$1.5 million to do a complete refurbishing. Ron closed this subject with this committee by stating that he just wanted to bring us up to speed on where they are in the planning stages now as mentioned above, inferred that some of the plans could be on a smaller scale, and they should be telling the Architect what they want and not vice-versa. And as stated above, if they want to meet with us again, he told them that they should ask for a time to come before our Committee at one of our posted meetings in the future. It was mentioned that an environmental study is to be done but just on the building not on the grounds; like looking for asbestos in such an old building. **(Copy of Existing Restoration Plans are attached for reference.)**

4. Ron continued the meeting by showing the committee some additional plans he had developed for the Maintenance Booklet. He had the earlier mentioned Town Seal page enclosed in a clear plastic 3-ring cover, together with a proposed cover letter to those receiving this booklet and asked the Committee Members for their comments and he would be guided accordingly. Each member reviewed it and then it was returned to Ron for a final version. Ron mentioned that we may go ahead with writing an Article to appear on the Warrant for the April '08 Town Meeting and this committee would be in charge of those funds. This latter process was suggested by Kevin Donovan. Money would be for scheduled maintenance and repair, such as for Town Hall elevators. The proposed amount for this general maintenance Article would be on or about \$10,000. Ron asked if we should keep it at that where it is just for maintenance and not for repairs like to HVAC equipment. At some point, we will have a need for outside Carpenters and Plumber services. Also, when we get to the point of looking at a specific repair, we should explore just what need to be done and then we would need people on call to do the job. For the full scope of what we hope to accomplish, Ron will discuss this matter in further detail with Kevin Donovan again.

5. Paul Armstrong again brought up the Bill that has been before the Legislature, whereby you have an approved Maintenance Plan in place, together with an expected budget amount, and the State will grant the necessary funds but they need to know by the above requirements that these procedures do not get misused. Paul Armstrong said he will ask Kevin Donovan if he knows where this Bill stands. But they, the State, does not want to put up money and then never know where it goes. Site specific and project specific is very helpful to them. Paul went on to say that we would hire someone who we know will do a good job, without a great deal of supervision on each and every project.

6. Ron noted that the next meeting for our Committee would be held on Thursday, November 29, 2007. It will be held in Room 203 at 7:00 p.m.

7. There being no other business to come before the Committee, a **Motion** was made by David Colter and **seconded** by David Holmes to close the meeting, it being 8:20 pm., and it was **so Voted**.

Respectfully submitted,


Ruthann Cassidy, Secretary

TOWN OF KINGSTON

Memorandum

**Office of the
Board of Selectmen and Town Administrator**

TO: Ron Gleason, Chairman, Permanent Building Committee

FR: Kevin R. Donovan, Town Administrator

DT: October 30, 2007

RE: Maple Avenue School

The Board of Selectmen has discussed your Memorandum of October 12, 2007, where you have opined on the condition of the Maple Avenue School.

This is to inform you that the Selectmen have voted to authorize me to obtain quotes to have the building demolished. I have consulted with the Superintendent of Streets, Trees & Parks and have been informed that this job is well beyond the capabilities of this Department. Initial inquiries reveal that an estimated cost for demolition would be in the range of \$ 40,000.00.

Due to the cost of such a venture it will be necessary to bring this matter before the April, 2008 Special Town Meeting for consideration of funding such a request.

With respect to the emergency generator I have queried the Sewer Department who has expressed a possible interest for use at the sewer pump station at the Kingston Intermediate and Elementary School complex. The Superintendent of Sewers is inquiring further into this matter.

If you have any questions, please feel free to contact me.

Cc: Sewer Commission Chairman Elaine Fiore
Paul Basler, Supt of Streets, Trees & Parks

