

**Permanent Building Committee Meeting
Minutes of Tuesday, November 29, 2022
Zoom Meeting**

Call to Order: Richard Nichols called the meeting to order at 7:31 p.m.

Meeting Attendees:

PBC

Diane Jurmain, John Larkin, James McCaffrey, Richard Nichols, Kimberly Borst (Department Assistant)

Additional Attendees

James Duffy, James McKay, John Proctor, Jeremy Stull, Erin Underhill – Select Board Liaison

Three candidates were interviewed for the open seat on the Permanent Building Committee. James Duffy, John Proctor, and Jeremy Stull. All three candidates shared their interest and experience with the PBC and answered questions from current members. After deliberating the Committee selected Jeremy Stull to fill the open seat on the PBC with full voting privileges. His experience in municipal government as well as experience with the Massachusetts School Building Authority made him the top choice. The Committee felt that the other two candidates would also add value and asked them to join the Committee as informal, associate members that would be involved in discussion but not hold a voting seat.

Richard Nichols made a motion to recommend that the Select Board appoint Jeremy Stull to the Permanent Building Committee and invite James Duffy and John Proctor to join the Committee as informal, non-voting, associate members. Diane Jurmain seconded the motion. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye; James McCaffrey - aye. The motion passed.

James McKay provided the Committee with an update on the DPW project. After almost a year in the building, there are still a few small kinks to be worked out but for the most part things are running smoothly. The biggest concern towards the end of the project was the buckling of the side panels at the seams in a few spots in the wash bay. Those spots have been watched over the past year and have not gotten worse. The generator has been ordered but hasn't arrived yet. The paving is complete and looks good apart from one small puddle that the contractor will bring up to grade.

The PBC previously approved \$28,000 for a camera system at the DPW. Since then, the town has decided to try to integrate all the cameras at town buildings with one server that will work

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with all of the different camera systems that are currently in use. This capability will allow the police to eventually take over surveillance. The police have requested one additional camera at the DPW site that would give a complete circle view of the property and protect the buses. In doing so, it will be possible to get cheaper prices on the licensing. This quote for this camera is \$3,100.00 and would be in addition to the previously approved \$28,000.00 for the DPW camera system. This additional surveillance camera will help integrate with the town wide security system.

Richard Nichols made a motion to approve \$3,100.00 for an additional security camera at the DPW. James McCaffrey seconded the motion. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye; James McCaffrey – aye. The motion passed.

Kim Borst requested that the Committee nominate someone as payroll signatory so that timesheets can be signed off on by one person rather than the whole committee.

James McCaffrey made a motion to authorize the Chair, Richard Nichols to sign off on payroll. Diane Jurmain seconded the motion. By roll call vote - Diane Jurmain – aye; John Larkin – aye; Richard Nichols – abstained; James McCaffrey – aye. The motion passed.

The minutes of 11/9/22 were reviewed by the Committee.

Richard Nichols made a motion to approve the minutes from 11/9/22. James McCaffrey seconded the motion. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye; James McCaffrey – aye. The motion passed.

Adjournment

Rich Nichols made a motion to adjourn the meeting at 8:48 p.m. The motion was seconded by Diane Jurmain. By roll call vote – Diane Jurmain – aye; John Larkin – aye; Richard Nichols – aye; James McCaffrey – aye. The motion passed unanimously.

Submitted by:
Kimberly Borst
Department Assistant, Permanent Building Committee