



TOWN OF KINGSTON
CAPITAL PLANNING COMMITTEE
MEETING MINUTES
MULTIPLE TOWN SITES/FEBRUARY 11, 2023

The following minutes were approved by the Capital Planning Meeting during their March 8, 2023 meeting. Motion to approve was made by David Kennedy and seconded by Wayne Bouley: the motion passed 5-0-0.

Chairman Heath Emberg called the Site Visit (“Field Trip”) Meeting to order at 8:00 am in the Selectmen’s Office.

Present were Heath Emberg and Capital Planning Committee members Wayne Bouley, Chris Brielman, Mike Ladd, and ex-officio Town Administrator Keith Hickey; Finance Committee members David Fuller and Derek Billnitzer; and Facilities Manager Bradford Norman.

Townhouse – Selectmen’s Office:

Flooring Replacement Project

Keith Hickey and Bradford Norman showed the office floors to attendees and explained why they wanted the existing vinyl tile replaced with carpeting. Furthermore, due to a very recent fire suppression system water pipe break which flooded the area, they will file a claim with the Town’s insurance to repair the damages and so it will not continue to be included in the combined flooring replacement project.

Townhouse – Offices of Conservation, Health Dept., etc.:

Mr. Hickey and Mr. Norman led the group to the Conservation office which also has vinyl tile. The age of the tile was noticeable. Rust stains were visible where metal file cabinets had once been and Mr. Norman remarked that the stains could not be removed. Mr. Norman is requesting to carpet several of these office areas, the Senior Center and the entryway of the Library plus an extension inwards for \$45,000.00.

The group exited the building and walked to the Council on Aging Senior Center.

Senior Center:

Mr. Norman led the group through the Council on Aging (COA) Senior Center and pointed out problems with the carpeting that they would like replaced. Minor wear and tear and some stains were noticeable through the hallway. Attendees were concerned about a loose section in the middle of a room floor that is torn open down the middle. Mr. Norman explained and showed where it had been repaired multiple times and that it has failed to hold.

Sun Room Project

Attendees moved onto the screened in veranda/patio which the COA Director of Elder Affairs Marybeth Lawton (not present) had requested it be turned into a sun room for \$98,740.00. General discussion followed about a foundation for the new glass structure if it were to be built and some issues with the current building as seen from where members stood.

The group walked to the Highway Barn as Mr. Norman exited.

Highway Barn:

At 8:24 am, the group met Superintendent of Streets, Trees & Parks (“Highway Dept.”) Paul Basler.

Truck Replacement

Mr. Basler led the group to a Sterling dump, plow & sander truck which he is requesting to replace for \$300,100.00 (with a \$20,000.00 contingency): the truck was placed up on a lift under which attendees could walk and view damage up close if they chose to (See Meeting Minutes Addendum Illustration 1, below). Several individuals viewed the truck from beside it, David Fuller and Mr. Emberg went underneath the truck with Mr. Basler.

Mr. Brielman inquired about the service life of these trucks. Mr. Basler explained that typically they had a 15-17 year lifespan and that they are too difficult and costly to repair. Replacement parts are very hard to find. Existing structure and parts are extensively rusted and showing other signs of wear, tear, and damage. The manufacturer/brand Sterling went under. Replacement will be a Ford product.

Mr. Emberg asked why a sheet of plywood was fastened over a section of the chassis, Mr. Basler explained that the pressure treated plywood helped to keep road salts from landing on the metal frame thus accelerating corrosion.

Discussion continued into various truck brands, problems with, etc.

Field trip participants engaged in general discussion with Mr. Basler about Highway Dept. operations, snow removal, road patching & paving, and labor, until it was time to depart at which time the group moved on and Mr. Basler exited.

Fire Department Headquarters:

At 9:05 am the group arrived at Fire Station 1 on Pembroke Street and met Fire Chief Mark Douglas.

Ambulance 2

The group first viewed Ambulance 2, which Fire Chief Douglas is requesting a remount/refurbishing of the “box” for \$380,000.00. The box is the unit in

which the patient rides, during a refurbishment, it is removed from the chassis for inspection, repair, etc., before remounting to the chassis.

Chief Douglas demonstrated the stretcher and patient loading system and discussion followed about how important this equipment is, not only for the patient, but for the safety of emergency personnel as these systems help to prevent injury.

Brush Truck 75

Next, the group viewed Brush Trucks “74” and “75”. Brush Truck 74 is slated for refurbishment as approved in the prior year. Chief Douglas is requesting to replace Brush Truck 75 for \$750,000.00. He intends to replace it with a truck more like 74, which is larger, has more capacity for water and foam, and has a sturdier build making it more effective for its work and safer to ride in for personnel.

Mike Ladd asked if Truck 75 could be kept for any purpose to which Chief Douglas explained that maintaining it would be more costly than it is worth to do so. It was then asked if it could be traded in: it was estimated by Chief Douglas that its trade in value might be \$5,000.00 however, due to liability, it would have to be traded not as a fire truck.

Protective Clothing - “PFAS”

Chief Douglas directed the group to view the new Tower Ladder Truck and some discussion about how it was paid for ensued.

Mr. Emberg asked Chief Douglas if the group could briefly view and discuss the “turnout gear,” as they were standing next to the open room in which it is stored. Chief Douglas showed the attendees some articles of protective clothing including a layered jacket that personnel wear when responding to a fire. Most of the turnout gear is approaching the end of its service life and would need to be replaced soon, however the gear that is currently used contains a substance known as “PFAS” which is a carcinogen and can permeate the user’s skin under certain conditions in a fire. Chief Douglas is

seeking to replace the gear as soon as it is approved, with gear that is “PF zero”: at a cost of \$106,946.00.

The group moved on.

Police Department:

At 9:50 the group arrived at the Kingston Police Station on Main Street.

Interceptors, Scheduled Replacement

Attendees met Chief of Police Maurice Splaine and waited for the Sergeant to arrive with keys to open some marked police vehicles (Interceptors) that were parked out front.

An Interceptor slated for replacement was there to view and compare to a newer hybrid Interceptor parked next to it. Sgt. Scott Morgan appeared with the keys, the vehicles were opened and Chief Splaine and Sgt. Morgan gave attendees a tour of each Interceptor and Chief Splaine explained some benefits of moving to hybrid models.

Mr. Ladd inquired if it is possible to trade the vehicles in and what would the Town get for it. Chief Splaine responded that we would not get a lot for them. He is requesting two replacement hybrid Interceptors for a combined cost of \$133,843.00. The group discussed the replacement schedule for police vehicles.

Police Station Building

The group entered the police station for a tour, which is requested for replacement when the Town can acquire land for new construction. Chief Splaine noted that the entry is not ADA compliant, the lobby is unheated, and the public restrooms there are ADA compliant but none of the others in the building are. The gutter dry-wells are clogged and sprinklers break.

Moving into the conference room, attendees viewed building and site plans, plus illustrations of what the requested station will look like. At this time, an off-hand estimate for the new building is \$20,000,000.00.

The group moved through the records room, to the dispatch area viewing wear and tear as well as the multiple, seemingly conflicting, units used to heat and cool these spaces. Attendees were led through to where the offices are and then down to the basement. Chief Splaine showed everyone the entrance to the evidence room and proceeded to point out the multiple furnaces the building needs, leaks in the foundation with mold ridden sandbags in place to hold water back, and other problems that are evident. Attendees, including Mr. Ladd, remarked about the poor condition of the equipment which serves as the police “gym”.

Mr. Emberg requested that Chief Splaine open the door to the outside, he did, and a pile of leaves were viewed to be clogging a drain at the bottom of the stairs leading up alongside the building causing water off the roof to get in.

The group moved back upstairs and down a back hall of small rooms, viewed the “female cells” before entering the “booking area” and onto the “male cells”. Multiple problems with the cells and booking area were discussed including:

- The booking area is also where patrol officers enter to begin their shift putting them into proximity with a potentially hostile individual who may react to the appearance of the entering officer
- The cells have issues which concern the state including suicide risks

The group entered the “sallyport,” or garage, in which vehicles carrying “prisoners” are brought in. General discussion continued between Chief Splaine and attendees including Wayne Bouley and Mr. Ladd, Mr. Fuller et. al. about car service, police matters, etc., until the group departed.

Kingston Elementary School (KES):

At approximately 11 am, the group arrived at the Kingston Elementary School and waited at the entrance for Silver Lake Schools Facility Manager Matt Durkee to arrive.

KES Roof

Mr. Ladd initiated a conversation about the roof, of which sections are requested for replacement and/or repair. He noted that a visible gable roof seemed to be past expiration.

Mr. Durkee arrived a few minutes later and greeted the group and began describing the project which will be a partial roof replacement costing up to \$2,977,500.00.

Capital Planning Committee Vice Chairman and Clerk David Kennedy approached the group and joined the meeting as he had stated prior he only intended to attend the Schools portion of the field trip. Mr. Durkee continued as Mr. Kennedy joined.

- The roof repair project will occur over two phases – one for the multiple areas of pitched roofs, another for the flat roof areas which are 26 years old
- The flat roof work may consist of a “3 ply” liquid “poly” material rolled over the surface
- The pitched areas would be replaced with either asphalt shingles or seamed metal
- Areas would be infrared scanned and/or core sampled to determine extent of damage and qualify the work for either repair or replacement
 - The infrared scan would be conducted following a period of rain and after the sun has warmed the roof following the rain. The scan will show the extent of water leakage into/between roofing layers

Discussion continued about patching versus replacement; layering materials; new materials and concerns thereof; material thickness; concerns about adding weight to the roof; engineering; project management; bidding process; insurance; etc.

Mr. Kennedy asked about the rooftop HVAC* units and current needs. Mr. Durkee responded that one unit is past its service life.

*Heating Ventilation and Air Conditioning

Kingston Intermediate School (KIS):

The group arrived at the Intermediate School building at 11:35 am.

Auditorium

Upon entry, water stains were noticeable on acoustic ceiling tiles. Mr. Durkee led the group to the auditorium to view a requested painting project. The drywall and plaster ceiling has water damage here and there likely due to roof leaks. The School wants to repair and repaint the entire ceiling as well as the cement block walls: a layer of primer followed by two layers of finish paint would be applied. The cost to do so is estimated to be \$68,941.00, much of that cost is related to scaffolding expenses.

Mr. Ladd expressed concerns over the low price for the job, as he stated he owns a painting company. Mr. Durkee was glad to know that the cost was on the lower end, however, this concerned Mr. Ladd with what may result from a contractor bidding that price. He inquired about which painting companies had looked at the job, what the bidding process was, etc. Mr. Durkee explained that some vendors wouldn't quote the job.

KIS Playground

The group moved to the playground. Mr. Durkee explained this request was for a combined replenishment of the wood chips used as the playground substrate and replacement of some equipment. The cost is \$25,000.00. Attendees divided and walked around to briefly inspect.

A flexible, climbing structure, leading to a platform, is clearly damaged and appeared to be missing some handles and rungs. Mr. Emberg examined the item and commented that beneath the polymer handles and rungs, was a

network of steel cables and stated that he thinks the component requires replacement.

KIS Roof

With the guidance of a member of the facilities staff, the group proceeded up a stairwell leading to a door to the roof. The roof, which is entirely flat, is about twenty or so years old and consists of a mix of membrane material sections and patches.

Mr. Durkee pointed out which sections of the roof were original, versus which had been replaced along the way. The Schools are requesting \$5,000.00 for an infrared scan to determine the extend of damage and an estimated \$45,000.00 for the ensuing repairs, for a combined project total of \$50,000.00.

Chairman Emberg advised the group to keep an eye on the edges as there is no safety rail to protect them. The roof has upper and lower levels. Some attendees remained within the vicinity of the door. The rest subdivided to move about and view the roof.

Mr. Kennedy and Mr. Ladd viewed and discussed an HVAC unit and discovered rotting wood laying beneath it.

Mr. Emberg moved towards the edge of the roof alongside the courtyard and noticed an unfilled 1/4" - 1" gap in the external sealant between the roofing membrane and metal edge trim. The remaining sealant appeared to be textured and discolored from age and weather or else covered by lichen.

Chris Brielman and Derek Billnitzer examined the roof towards the back of the building.

Mr. Fuller climbed down a fixed/installed, aluminum ladder to a lower level of the roof, soon after Mr. Emberg did the same. Mr. Fuller found and removed a number of tennis balls and other debris that hadn't yet been picked up. Mr. Emberg discovered more gaps in the roofing edge trim where water

could potentially enter. Mr. Fuller and Mr. Emberg inspected a roof patch that was loose, Mr. Emberg commented that he thinks that these should be re-adhered and sealed or replaced entirely by staff when discovered during routine inspections.

Mr. Fuller and Mr. Emberg climbed back to the upper level and walked the remaining perimeter of the roof and were joined by Mr. Brielman. They joined the rest of the group who had gathered and were waiting to depart.

Adjournment:

Outside of the building, upon a motion made by Mr. Brielman and seconded by Mr. Kennedy, the motion passed unanimously **(5-0-0)** to adjourn at 12:21 pm.