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By Karen Wilber at 1:30 pm, Sep 22, 2022

**WHITE CLIFFS COMMITTEE
MEETING MINUTES – May 26, 2022**

10:00 a.m. – Chairman’s Introduction to Remote Meeting

Chairman Helwig stated that pursuant to Governor Baker’s March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor’s March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the White Cliff Committee will be conducted via remote participation. No in-person attendance by members of the public will be permitted.

Chairman Helwig confirmed that the following members and persons were remotely present and could be heard:

Committee Members

Todd Helwig, Committee Chairman - CPC Representative
Norm Corbin, Committee Vice Chair - Historical District Commission Liaison
Julianne Hirsh, Board of Selectmen Liaison
Diana Nicklaus, At-Large Member
Tom Reardon, At-Large Member

Town Staff

John Coderre, Town Administrator
Laurie Connors, Town Planner
Scott Charpentier, DPW Director
Shawn Thompson, Facilities Manager

APPROVAL OF MEETING MINUTES: December 10, 2020 and December 18, 2020

December 10, 2020 – This meeting was rescheduled to December 18, 2020.

December 18, 2020 – The minutes for this meeting were unavailable and postponed to the next meeting.

SOUTH CHIMNEY DISASSEMBLY AND STORAGE

Mr. Coderre introduced the Facilities Manager, Shawn Thompson, to the Committee, stating that he will be part of the staff working on this project. Mr. Thompson and Mr. Charpentier have been working together to assess the south chimney and obtain contractor quotes. Mr. Coderre noted that this was one of the items identified in the original assessment done by the architectural firm, DBVW, where the recommendation, budget permitting, was to rebuild and repoint the chimney. At the time, the Committee decided not to pursue this due to the cost and limited budget. Unfortunately, the chimney was further compromised during a recent storm. The Town immediately contracted a

mason to secure the chimney for approximately \$6,000. However, when the mason came to start the project, they discovered that the project was more extensive. He deferred to Mr. Charpentier and Mr. Thompson for further explanation.

Mr. Charpentier explained that upon close inspection from the safety of the crane lift, the mason realized that the backside (northside) of the south chimney was bowed out substantially and could not be secured as planned. The Town's Facility Manager began to search for a qualified contractor to perform a more extensive chimney project.

Mr. Thompson stated the main concern is to get the damaged portion of the chimney down before it falls into the building causing internal damage. This will involve disassembling the damaged section, capping the remaining portion, while trying to reserve as many of the fascia bricks as possible. This is the recommended course of action in order to make it safe and watertight. Once this work is done, we can move forward with getting accurate quotes for rebuilding of the chimney.

Mr. Charpentier stated that Mr. Thompson reached out to NEL Corporation. NEL is the same contractor who did the slate roof project for the library. He added that this contractor has experience working on historic buildings. They met onsite with NEL to review the project for a quote. NEL submitted a quote of \$55,400 to remove the damaged section, cap and secure the remaining chimney and save and store the bricks on site. Mr. Charpentier recommended that the Committee approve the quote submitted by NEL, and add a 10% contingency for a total amount of \$60,000.

Mr. Coderre stated that the Committee needs to make a decision and he reviewed the two options presented by Mr. Charpentier and Mr. Thompson:

- We can approve the request for \$60,000 to deconstruct and cap the south chimney.
- Or we can rebuild the whole chimney. The original quote received a few years ago was for \$110,000. With price escalation today, the cost would be closer to the \$150,000 range. That would be in addition to the cost to deconstruct. That amount is beyond the remaining budget.

The Committee discussed the options presented and had several questions regarding the rebuild. Mr. Corbin pointed out that due to lack of funds, the Commission is not able to rebuild the south chimney. He recommended the Committee address the issue before it, which is to deconstruct and cap the chimney since we need to do this now in order to make it safe and weathertight, and the Town can discuss the rebuild at a later date.

Mr. Corbin moved the Committee vote to authorize the request for \$60,000 to deconstruct the chimney, cap it to keep the water out, and save and store the bricks on the property; Mr. Reardon seconded the motion; the roll call vote was taken as follows:

Corbin	"aye"	Reardon	"aye"
Hirsh	"aye"	Helwig	"aye"
Nicklaus	"aye"		

Mr. Charpentier took a moment to review the status of the budget for White Cliffs. He stated that as of May of this year, the balance was \$111,000. The balance in the budget as of September 2023 will be \$30,000. That amount includes the items being discussed today, and all carrying costs (alarms, electricity, insurance, storage, etc.). He noted that the carry costs are \$15,000 - \$20,000 per year.

INTERIOR AIR QUALITY AND SURFACE EVALUATION BY LICENSED PROFESSIONAL/ LIMITED FIRST AND SECOND FLOOR MOISTURE MANAGEMENT

Mr. Thompson stated that because the building was vacant for so long and due to prior water infiltration, the building has experienced ongoing mold issues. A restoration company was hired to evaluate these conditions and advised on how to mitigate these issues from getting worse. The recommendation was to have an air quality test done to find out the type of mold in order to know how to deal with it. It was also recommended that we section off the parts of the building that we want to keep and run dehumidifiers in those sections. Mr. Thompson and Mr. Charpentier were not comfortable with plugging the dehumidifiers into the current electrical panel, so we will need to hire an electrician to come in and install a temporary panel for the dehumidifiers. Mr. Thompson listed the costs to do this work:

\$3,200 – air quality test

\$4,300 – electrical panel

\$4,000 to \$4,800 – dehumidifier and miscellaneous supplies to section off rooms

\$15,000 – total estimated amount for this request

Mr. Corbin moved the Committee vote to approve the request for \$15,000 to be used to section off the rooms, install a temporary electrical panel, purchase and install dehumidifiers in each sectioned off area, and have an air quality test done; Mr. Reardon seconded the motion; the roll call vote was taken as follows:

Corbin “aye”
Hirsh “aye”
Nicklaus “aye”

Reardon “aye”
Helwig “aye”

FUNDING OPTIONS FOR CONSULTANT SERVICES WITH SOLICITATION OF MARKETING PROPOSALS

Mr. Coderre stated that based on the votes taken today and including the carrying costs up to September 2023 as reviewed by Mr. Charpentier, the remaining balance in the White Cliffs budget is estimated at \$30,000. Mr. Coderre stated that Norm Corbin did a lot of the legwork contacting potential consultants to help create an RFP to market the building. The estimates range from \$30,000 to \$40,000. This includes estimates from Eric Busch with Peregrine, the company who worked with DBVW, as well as VHB and a few other consultants.

Mr. Coderre stated that there are two options:

- ARPA funding – The Committee can seek ARPA funding if the Board of Selectmen were so inclined.
- Community Preservation Committee Administrative Funds - a better approach would be to go back to the Community Preservation Committee and request administrative funds (of which there is \$28,000 remaining this fiscal year) and use these funds to engage a consultant so that we can move forward with the next phase of the project. He noted that he did have a discussion with the CPC Chairman who seemed receptive to discussing that option with the CPC.

Mr. Coderre suggested that if the Committee were so inclined, it should request the remaining administrative funds from CPC to allow the Town to engage a consultant and move forward with the RFP and marketing phase of the project. He stressed that we must move quickly in order to get going this summer/fall. If there are additional funds that they need, there is enough time to go back to Town Meeting next year. He added that ARPA funds could potentially be requested as well.

Ms. Hirsh moved the Committee make the request of the CPC to release administrative funds for the purpose of hiring a consultant for the White Cliffs Marketing; Mr. Corbin seconded the motion; the roll call vote was taken as follows:

Corbin	“aye”	Reardon	“aye”
Hirsh	“aye”	Helwig	“aye”
Nicklaus	“aye”		

Mr. Corbin stated that he believes the due date for CPC funding for next year is August. This would mean that the Committee would need to think about what it wants to request for the building to keep it safe & secure for next 3-4 years. Mr. Helwig said the Committee could request a place holder with CPC to protect the historic building in case any other emergencies arise and need to be addressed immediately.

Ms. Hirsh inquired about an item listed on the agenda regarding limited Committee access to interior of building. Mr. Corbin also inquired since it has been a while since he has been in the building. Mr. Coderre reiterated what he has said in the past when this request has been brought up. That the building poses a safety risk and the Town insurance carrier has stated that there is no liability coverage for public access. Mr. Corbin expressed concerns that the members should be able to see what the conditions are. Mr. Coderre will look into this request.

NEXT DATE

Next meeting date is tentatively scheduled for June 23rd at 2 pm.

ADJOURNMENT

Ms. Hirsh moved the Committee vote to adjourn the meeting at 11:30 p.m.; Mr. Corbin seconded the motion; the roll call vote was taken as follows:

Corbin “aye”
Hirsh “aye”
Nicklaus “aye”

Reardon “aye”
Helwig “aye”

Respectfully Submitted,

Lynda LePoer
Executive Assistant

Documents used during meeting:

1. May 26, 2022, Meeting Agenda