



TOWN COUNCIL – AGENDA REQUEST FORM

THIS FORM WILL BECOME PART OF THE BACKGROUND INFORMATION USED BY THE COUNCIL AND PUBLIC

Please submit Agenda Request Form, **including back up information**, 8 days prior to the requested meeting date. **Public Hearing requests must be submitted 20 days prior to requested meeting date to meet publication deadlines** (exceptions may be authorized by the Town Manager, Chairman/Vice Chair).

MEETING INFORMATION

Date Submitted: December 9, 2020
Submitted by: Town Councilor Nancy Harrington
Department:
Speakers:

Date of Meeting: December 17, 2020
Time Required: 20 minutes
Background Info. Supplied: Yes: No:

CATEGORY OF BUSINESS (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Appointment:	<input type="checkbox"/>	Recognition/Resignation/Retirement:	<input type="checkbox"/>
Public Hearing:	<input type="checkbox"/>	Old Business:	<input type="checkbox"/>
New Business:	<input checked="" type="checkbox"/>	Consent Agenda:	<input type="checkbox"/>
Nonpublic:	<input type="checkbox"/>	Other:	<input type="checkbox"/>

TITLE OF ITEM

Request for John O'Leary Adult Community Center Building Improvements

DESCRIPTION OF ITEM

Town Council to consider the request to share in the cost of building renovations/upgrades to the John O'Leary Adult Community Center (JOACC).

REFERENCE (IF KNOWN)

RSA:	Warrant Article:	_____
Charter Article:	Town Meeting:	_____
Other:	N/A	

EQUIPMENT REQUIRED (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Projector:	<input type="checkbox"/>	Grant Requirements:	<input type="checkbox"/>
Easel:	<input type="checkbox"/>	Joint Meeting:	<input type="checkbox"/>
Special Seating:	<input type="checkbox"/>	Other:	<input type="checkbox"/>
Laptop:	<input type="checkbox"/>	None:	<input type="checkbox"/>

CONTACT INFORMATION

Name:	<u>Nancy Harrington</u>	Address	_____
Phone Number		Email Address	<u>nharrington@merrimacknh.gov</u>

APPROVAL

Town Manager:	Yes <input type="checkbox"/>	No: <input type="checkbox"/>	Chair/Vice Chair:	Yes <input type="checkbox"/>	No: <input type="checkbox"/>
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Hold for Meeting Date: _____

Memo



TO: Town Council
ATTN: Town Manager Eileen Cabanel

FROM: Finance Director Paul T. Micali

DATE: December 11, 2020

RE: **John O'Leary Adult Community Center (JOACC)**

Shortly after a discussion with Steve Dembow about COVID-19 and what the JOACC was doing to combat the virus, he approached me to see if the Town would be interested in sharing the cost for some building renovations/upgrades since the building is owned by the Town. I asked Steve to get some quotes and let me know how much he was looking for in support since budget season was approaching. Over the next several months Steve proceeded to get quotes for the project which consist of plumbing - touchless bathroom fixtures, upgrades to the current bathrooms, and new flooring in kitchen and bathroom.

On October 29, 2020 Steve sent an email to me regarding the project breaking out the cost for each item. The total cost of the renovation was \$34,175 (see attached). Steve has requested \$20,975 from the Town to cover the cost:

- **Plumbing:** Removal /disposal / replacement of all fixtures; upsizing water supply lines to accommodate auto-flush toilet valves. All fixtures to have touchless activation. Installation of janitor's sink in present copy room. Installation of hot water recirculating loop for rapid supply of hot water to taps.

Estimated cost: \$ 13,950

- **Flooring:** Removal / disposal / replacement of existing vinyl flooring in kitchen. Restrooms are to be finished over existing flooring. Replacement with commercial grade (30- year warranty) Next Floor Ceremeta Sacramento Pizarro Minerale 18" by 18" luxury vinyl tile; full glue-down installation. 6" vinyl cove base installed in selected color.

Estimated cost: 4,025

- **Rest room wet wall tiling – floor to ceiling.**

Estimated cost: 3,000

After reviewing the 1st quarter financial position of the Town, the Town has sufficient appropriations to complete this project in current Fiscal year.

Good afternoon Paul:

As we spoke, here are the items, costs and breakdowns by proposed paying party:

- **1.) Plumbing: Removal / disposal / replacement of all fixtures; upsizing water supply lines to accommodate auto-flush toilet valves. All fixtures to have touchless activation. Installation of janitor's sink in present copy room. Installation of hot water recirculating loop for rapid supply of hot water to taps.**

Estimated cost: \$ 13,950
Payor: T.O.M.

- **2.) Flooring: Removal / disposal / replacement of existing vinyl flooring in kitchen. Restrooms are to be finished over existing flooring. Replacement with commercial grade (30- year warranty) Next Floor Ceremeta Sacramento Pizarro Minerale 18" by 18" luxury vinyl tile; full glue-down installation. 6" vinyl cove base installed in selected color.**

Estimated cost: 4,025
Payor: T.O.M.

- **3.) Rest room partitions, grab bars, mirrors, baby changing stations, including installation.**

Estimated cost: 5,700
Payor: JOACC

- **4.) Rest room wet wall tiling – floor to ceiling.**

Estimated cost: 3,000
Payor: T.O.M.

- **5.) Upfitting rest rooms, kitchen & meeting rooms with touchless hand soap & hand sanitizer dispensers, new toilet tissue dispensers, touchless paper towel dispensers, initial consumables supply.**

Estimated cost: 1,300
Payor: JOACC

- **6.) Miscellaneous carpentry, painting, supplies, electrical and demolition.**

Estimated cost: 1,000
Payor: JOACC

OVER

- 7.) Walling off northernmost part of D.W. side entrance vestibule. A three quarter high wall with door to secure the relocated copy machine and to keep Seniors' cabinet(s).

Estimated cost: 1,500
Payor: JOACC

- 8.) HVAC duct cleaning throughout building.

Estimated cost: 2,200
Payor: JOACC

TOTAL ESTIMATED COST: \$34,175

T.O.M. portion: 20,975

JOACC portion: 13,200

Please let me know if you have any questions and kindly advise when I may begin to schedule this work. Thanks – as always – for your help and input ...

Steve