

# **Sterling Senior Center Design & Building Committee**

Butterick Municipal Building - COA/Planning Board Room

February 12, 2014 - 6:30 PM

## **MINUTES**

**Present:** Jack Chandler, Maureen Cranson, Ronald Cote (A=6:35, L=8:06), Richard Maki, Judy Reynolds, Weymouth Whitney. Kevin Beaupre; Jamie Rheault and Mark Piermarini (A=6:50, L=8:03) of Whitman and Bingham Engineering. **Absent:** Robert Bloom, Karen Phillips, Peter Watson.

**Open Meeting:** Co-Chairman Cranson opened the meeting at 6:34 PM.

**Approval of Minutes:** The minutes of February 6, 2014 were approved as written following a motion by Mr. Chandler and second by Mr. Whitney. VOTE: YEA = 5, NAY = 0, ABS = 0.

**Updates:** Mr. Cote reported that he had spoken with the General Contractor who built the Milford Senior Center and found that they were installing a full basement at an additional construction cost of ~\$200 SF. Ms. Cranson stated that the ATM Warrant Articles were almost finished, but without the new numbers. She also said that she and Mr. Chandler would be meeting with Town Administrator Jeff Ritter shortly to discuss the proposed Articles regarding senior center construction.

**Meeting with Planning Board:** The Building Committee joined the Sterling Planning Board at 6:52 PM for the purpose of presenting the ANR plan. Mr. Rheault and Mr. Piermarini represented the Committee. At 7:30 PM, the formal site plan was presented. Mr. Williams noted that the signature of the Town Administrator was needed as the "property owner" and should be accomplished by next week for complete submission to the PB. The PB had previously waived the ANR fees and following a unanimous vote by the PB, approved the ANR subject to the signature on Form A.

At 7:30 PM, Mr. Rheault proposed the site plan review to the Planning Board and indicated that there had been the appropriate distribution of the plans to other entities and all had "signed off" having received them. Mr. Rheault described the history of the project including his work with the former Site Committee, transition to the Building Committee, development of the ANR plan, design of the pressurized septic system, and completion of the perc test on the property. Mr. Piermarini then described the major attributes of the plan in detail including elements such as lot size, structure size, parking, entry/exit, drainage features, building capacity, etc. Mr. Williams noted that most of the pine trees would be cleared. Mr. Pichierri reiterated his desire for a left exit onto Boutelle Road. Mr. Williams stated that the Building Committee had already spoken with the police and fire departments as well as the school principal and none had requested the left turn. The PB ultimately asked the Building Committee to request letters from police, fire and school departments addressing their views on the left-hand exit onto Boutelle Road. A PB motion was made to continue the hearing until February 26, 2014 at which time PB engineer would have accomplished the project peer review. Because of a previously scheduled hearing, the Building Committee was scheduled at 7:30 until 8:00 PM and to resume, if needed, following conclusion of the unrelated 8:00 PM hearing.

Mr. Rheault reported that the Planning Board peer review fee would be waived up to a total cost of \$2,000 with the agreement of the Planning Board Engineer. The Committee expressed their appreciation for his cooperation and generosity.

**Next Steps:** Following the presentation, the Building Committee reviewed future tasks with Mr. Rheault including:

- A. Securing Town Administrator signature on Form A,
- B. Requesting letters regarding the left-hand exits option from Sterling Police, Sterling Fire and the principal of the Houghton-Chocksett school,
- C. Meeting with Mr. Ritter – tentatively on February 20, 2014,
- D. Meeting with Planning Board on February 26, 2014 to seek approval of the plan,
- E. Working on changes to the slide presentation to the public,
- F. Finalization of the ATM Articles,
- G. Finalization of the size and estimated cost of the proposed cellar area,
- H. Meeting with Conservation Commission on March 4, 2014.

**Adjournment:** The Building Committee agreed to adjourn at 8:35 PM following a motion by Mr. Chandler and second by Mr. Whitney. VOTE: YEA = 6, NAY = 0, ABS = 0.

Respectfully submitted by,

**Richard H. Maki**

Richard H. Maki, Clerk