

# **Sterling Senior Center Building Committee**

Butterick Municipal Building - COA Room

September 17, 2015 - 6:30 pm

## **MINUTES**

**Present:** Chair Maureen Cranson, Vice-Chair Michael Padula, Kevin Beaupre, Robert Bloom, Richard Maki. **Absent:** Ronald Cote. John Kilcoyne (A=7:05), Michael Szlosek, Karen Phillips, Meghan DeBarros, Weymouth Whitney.

**Open Meeting:** Chair Cranson opened the meeting at 6:48 pm. [An earlier on-site Committee visit was held to inspect progress on the building from 6:00 pm to 6:35 pm. No formal actions were taken]

**Approval of Minutes:** Two sets of Minutes were approved, as written, by the Building Committee.

- Minutes of August 8, 2015 following motion by Mr. Beaupre, second by Mr. Bloom.

VOTE: YEA = 5, NAY = 0, ABS = 0.

- Minutes of August 27, 2015 following a motion by Mr. Beaupre, second by Mr. Bloom.

VOTE: YEA = 5, NAY = 0, ABS = 0.

**Report on ZBA Determination:** Ms. Cranson summarized the Certificate of Decision/Record of Proceedings in which the Sterling ZBA approved a "Decision Granting Special Permit Application" to the Senior Center facility at 36 Muddy Pond Road with the following conditions:

- 1) The hours of operation shall be between 7 a.m. to 10 p.m. unless otherwise determined by the Board of Selectmen on a per diem basis;
- 2) The primary use of the facility shall be as a senior center however incidental community uses may occur;
- 3) All lighting shall be directed away from abutting residential uses;
- 4) No vehicular access shall be provided or occur from Boutelle Road;
- 5) A landscaping plan shall be designed and implemented to minimize the effects of lighting and noise on abutting residential uses.

A building permit has been issued for the project. Additionally, Ms. Sharon Bloom has met with neighbors to hear their concerns and suggestions and no further issues are anticipated.

**Turowski 2 (Architect) Report:** Ms. Meghan DeBarros represented T2 and discussed:

- A) Building signage and suggested that "Sterling Senior Center" could be placed below the frieze over the main entry. Ms. Cranson said that the name of the building remains undetermined at present and all agreed that naming the building could be done later. A sample of the proposed lettering was shown and the cost identified at \$1,605.
- B) Pricing on other alternatives was not available, but included installing FRP interior siding in the kitchen for easier cleaning and a higher level of finish. No price available on the approved change from a 600 ampere electrical panel to a 400 ampere panel. Members expressed disappointment that the issue remained unresolved, but were assured by Ms. DeBarros and Michael Josefek that a credit will be received.
- C) T2 is preparing a price adjustment on the eliminated driveway onto Boutelle Road.

- D) T2 is processing the request for the patio area on the west side of the Center. Given the choice between stamped concrete or bluestone, the Committee chose the former.
- E) Ms. DeBarros presented the revised landscape design which shows about 30 evergreen plantings along Boutelle Road). Suggested plantings included blue spruce, Norway spruce (?) and white pine. Deciduous trees are widely spaced around the front, side and along the school boundary.
- F) Automatic main entry doors (2) were the subject of considerable discussion and some members expressed frustration at being presented this costly, but necessary, item at this point in the construction process. The Committee requested that Mr. Turowski be present at all future Committee meetings. Mr. Maki made a motion, seconded by Mr. Bloom, to approve the installation of two automatic doors at the main entry of the facility. T2 was requested to provide a price of the doors and installation at the next meeting. VOTE: YEA = 5, NAY = 0, ABS = 0.
- G) Attic access continued to be discussed with remarks by Ms. DeBarros and Mr. Josefek that the building design would not accommodate storage in the attic space for other than the HVAC systems, ductwork and sprinklers. Mr. Josefek suggested that we wait until later to re-examine any possibility of attic storage, but offered that the structure wasn't designed to carry an additional load. Vertical ladders would be installed and only intended for use by HVAC and other contractors. The exact location of the mechanical room ladder was discussed earlier on Thursday at the afternoon construction meeting.
- H) Building ventilation was discussed further with T2 and the OPM and they stated that spray foam insulation would be applied from the bottom of the roof rafters to the peak. Mr. Josefek said that this process was not his preference, saying, "I don't like foam", but that he had deferred to the Committee's decision to accept the architect's recommendation. Several Committee members stated that they had consistently relied upon the recommendations of the OPM and did not remember hearing strong disapproval by the OPM at the time of the decision.
- I) Installation of pocket doors between the offices of the COA director and outreach worker caused Committee members to remark that they did not remember discussing the feature. Director Phillips had requested the door so that it would be easier to communicate directly with the outreach staff member. Other cited the need for privacy and utilization of the wall space as of overriding importance. Mr. Padula, seconded by Mr. Beaupre, motioned that a 2' by 2' sliding window be installed between the offices. VOTE: YEA = 4, NAY = 1, ABS = 0. Removing the pocket doors would produce a credit, but an additional charge would result from the new installation. A window looking into the reception area from the director's office was suggested by Mr. Maki and Ms. Cranson asked that it be "one-way" glass to ensure privacy in the director's office.

**Payment of an invoice** from T2 for additional services was not recommended by Mr. Josefek. Committee members expressed concern that some items, mainly dealing with attic access and trenching to a future van parking area, were charged inappropriately. After considerable discussion, the Committee agreed to ask Mr. Josefek to contact Peter Turowski to negotiate an adjustment on the items related to attic access work (\$1,000) and trenching (\$275). The Committee deferred payment of the invoice until further information is provided by Mr. Josefek.

**Selectman John Kilcoyne** observed that given the past interest by certain community members in the procedures of the Committee and the action by the ZBA, he wondered why they were not present to participate in the meeting. Regarding roof insulation, Kilcoyne referenced ice dam issues on other municipal buildings and strongly said that he didn't want to repeat past construction mistakes.

**Other Items:** Ms. Cranson asked the OPM when the Committee should purchase the kitchen equipment so that it would be available for installation. Mr. Josefek reminded everyone present that all matters related to the building construction needed to pass through his office before further action was taken. Peter Kozcera told the Committee that Comcast was not billing the Town for current services to the building site (pass invoice on to ACG/BSI), but that the Town would automatically assume the responsibility for bill payment at the end of construction. Mr. Bloom and Mr. Maki will mark the location of additional televisions in the building and indicate the need for appropriate connectivity and power. Mr. Josefek said that he was happy with the progress and quality of the building and that the construction timeline was close to that previously scheduled.

**Bills and Invoices:** Signatures were provided to pay ACG \$10,000, Builders Systems, Inc \$191,909 and Yankee Engineering \$824. Excluding these amounts, Ms. Phillips shared her accounting of funds spent to date:

• ACG	\$ 60,000
• Turowski 2	\$ 160,671
• BSI	\$ 358,078
• Site Work	\$ 28,700
• Yankee Eng.	\$ 4,356
• Misc.	\$2,534.12

**Next Meeting:** The SCBC will next meet on Thursday, October 22, 2015, at 6:30 pm.

**Adjournment:** A motion to adjourn was heard from Mr. Padula and seconded by Mr. Beaupre. By unanimous consent the Committee adjourned at 8:35 pm.

Respectfully submitted by  
**Richard H. Maki**  
Richard H. Maki, Clerk

