

TOWN OF STERLING
BOARD OF SELECTMEN
August 7, 2014

MEETING:

Roll Call: Selectman Cutler - Present. Selectman Patacchiola – Present. Selectman Kilcoyne– Present. At 7:00 pm, Chairman Patacchiola called the meeting to order.

Appoint Town
Accountant

The Board welcomed Fred Aponte. Mr. Aponte stated that he is anxious to meet with the current accountant and is looking forward to a smooth transition. His official start date is August 18th. Selectman Kilcoyne moved to appoint Fred Aponte as the Accountant, for the Town of Sterling. Selectman Cutler 2nd. Selectman Kilcoyne – Aye. Selectman Cutler – Aye. Chairman Patacchiola – Aye. Motion carried.

Select Owners
Project Manager
for Senior Center
Project

Maureen Cranson chairman of the Senior Center Building Committee, gave the following report:

- In an effort for the Senior Center Building Committee to move forward with their charge to successfully build a fully functional Senior Center of approx. 6500 SF on the Muddy Pond & Boutelle Road site, they have chosen **Architectural Consulting Group** as the Project Manager. They are confident that ACG will accomplish the goal of getting the building completed on time and within budget, while being in compliance with current State laws.
- The Senior Center Building Committee had posted the Request for Qualifications (RFQ) for a Owners Project Manager (OPM) and received eight submissions.
- Those submissions were reviewed and scored by the screening committee
- The top 4 candidates were notified and interviewed
- The references were verified for each of the four applicants...and additional research was conducted
- The Committee chose ACG. The reasons:
 - Qualifications
 - Experience
 - Superb references
 - They are a team of individuals who works in tandem
 - Acumen of the diversified aspects of the project
 - Technical savvy This is one of several state mandated steps. As soon as ACG is contracted we will move forward, with their guidance, in developing the RFQ/RFP for the architect.
- Michael Josefek and Peter Koczera, the principals for Architectural Consulting Group (They were introduced to the Board)
- The Building Committee will continue to meet weekly in order to stay current on development, budget and design

Public Session

The Board interviewed Mr. Josefek and Mr. Koczera. Points of interest:

- ACG is based in New Bedford, MA
- Both Mr. Josefek and Koczera have worked for years as contractors and then as Clerks of the Works before starting their ACG company
- They have managed many public works projects with excellent success finishing “on time” and “within budget”
- The fact that there are 10 people in the firm makes for heavy involvement on the part of the company principals
- Their electronic reporting systems provides a quick “turn around” of information, which ultimately keeps costs down. Every single aspect of the job can be queried on a daily report of the project

Selectmen's Meeting Minutes

August 7, 2014

- The principals are airplane pilots and will occasionally, if necessary, use the Sterling airport, in order to assure their presence at necessary meetings
- "Green Technology" will be incorporated into the building when suitable and economically sound
- Maintenance free technology will be recommended to the architects
- Occupancy is expected in the winter of 2016.
- Building will be designed for multi-use (Senior Center/Community Center)
- Future expansion will be considered in the design
- Local contractors may be encouraged to bid on the work

Architectural Consulting Group advocates for hiring their own Clerk of the Works, as opposed to working with an independent Clerk of the Works. They are confident that a Clerk that is chosen by their company will work in tandem with their company and have the skills necessary to achieve the goal of "on time" and "on budget". This proposition will be proposed in the ensuing contract details.

Public Session

VOTE: Selectman Kilcoyne moved to approve Architectural Consulting Group as the Owners Project Manager for the Sterling Senior Center Building Committee.(Conditional upon financials and references checking out.) Cutler 2nd. Selectman Kilcoyne – Aye. Selectman Cutler – Aye. Chairman Patacchiola – Aye. Motion carried.

Adjourn

The Board thanked the Senior Center Building Committee for their time and diligence in bring forth Architectural Consulting Group as their recommendation for the Owner's Project Manager.

No one appeared for Public Session.

VOTE: At 8:00 pm, Selectman Cutler moved that the meeting be adjourned. Selectman Kilcoyne 2nd. Selectman Cutler – Aye. Selectman Kilcoyne – Aye. Chairman Patacchiola – Aye. Motion carried.

Materials list: Senior Center Building Committee report