

Sterling Senior Center Building Committee

Butterick Municipal Building – COA Room

September 5, 2012 - 6:30 pm

MINUTES

Present: Jack Chandler, Ronald Cote, Maureen Cranson, Richard Maki, Weymouth Whitney. Ex Officio: Terri Ackerman and Karen Phillips. Absent: Carl Strate and Peter Watson.

Opening of Meeting: Co-Chairman Cranson opened the meeting at 6:33 pm.

Approval of Minutes: The minutes of August 30, 2012 were approved following a motion by Whitney and a second by Cote. YEA = 4, NAY = 0, ABS = 1.

Discuss Estimated Cost of Project Manager and Architect: The Senior Center Building Committee discussed how traffic issues of interest to the Planning Board and the Police chief might be a part of the expenses attributed to services provided by the Owners Project Manager and/or Architect or sought separately. Free or low-cost traffic studies could be requested of the Montachusett Regional Planning Commission or possibly as part of a student project affiliated with Worcester Polytechnic Institute. The Committee discussed details of work requirements that could be useful in determining whether entry and exit points would be better located on Boutelle Road or Muddy Pond Road. By consensus the Committee agreed with Chief Chamberland that a traffic study was necessary and should be approved in the routine sequence of events in a building project rather than accomplished in the immediate future as was suggested by a member of the Planning Board.

Members shared cost information (per square foot) from numerous individuals experienced with public construction projects. The range of building costs were from \$200 to \$275 per square foot. While Committee members were aware that current costs are relatively low because of a limited amount of existing projects, they decided to use a conservative figure of \$275 per square foot in future cost calculations. If the actual final costs were lower, the Town would benefit from the savings.

While the design of the proposed Senior Center isn't finalized, the conceptual design is anticipated to be approximately 7,500 sq. ft. Using the most conservative figures available (\$275/sq.ft.), the projected cost of the building would be \$2,062,500.

Architectural fees are reported to reach a maximum of 15% of the building costs, thus the projected design fee is an anticipated \$309,375. Committee members expect that the actual cost will be lower due to the current dearth of public projects.

Estimated fees for the Project Manager were maximized at 4% of the building costs, thus the projected OPM cost is capped at \$100,000 with the expectation that building construction would extend beyond one year. Again, actual expenses may be lower because of more competition for fewer public projects.

Using these conservative figures, the cost of constructing a future senior center is calculated at \$2,471,875.

The Building Committee voted to request \$410,000 for funding the Owners Project Manager and Architect at the Special Town Meeting in November, 2012. The motion was made by Cote and seconded by Whitney. Vote: YEA = 5, NAY = 0, ABS = 0.

Next Steps: The Committee will contact the Finance and Capital Committees and send them the conceptual plans and support documents to provide as much advance information as possible prior to a joint committee meeting.

Ackerman will draft proposed language for the Special Town Meeting Warrant scheduled for November 13, 2012. She will also draft proposed language to secure bids for the services of an Owners Project Manager and share all drafts with the Committee for finalization.

Cranson and Maki will seek the input of William Tuttle of the DPW regarding the conceptual plan. Whitney will talk with Thomas Rutherford regarding projected maintenance and utility expenses and the Committee will have a future meeting with Sean Hamilton of the Sterling Municipal Light Department to discuss energy options and technologies that might be incorporated into the project.

Next Meeting: September 12, 2012 at 6:30 pm in the COA room. Members were asked to reserve September 20th for a subsequent Committee meeting.

Adjournment: Unanimous consent to adjourn followed a motion by Cote and seconded by Maki. The Committee adjourned at 8:21 pm.

Respectfully submitted by

Richard H. Maki, Clerk