

Sterling Senior Center Design and Building Committee

Butterick Municipal Building - COA Room

September 27, 2012 - 6:30 pm

MINUTES

Present: Co-Chairman Maureen Cranson, Ronald Cote (6:40 pm), Richard Maki, Peter Watson and Weymouth Whitney. Ex Officio: Karen Phillips. Absent: Jack Chandler, Carl Strate. Ex Officio: Terri Ackerman.

Opening of Meeting: Co-Chairman Cranson opened the meeting at 6:35 pm.

Approval of Minutes: The minutes of September 20, 2012 were approved following a motion by Whitney and a second by Watson. YEA = 4, NAY = 0, ABS = 0.

Report of BOS Meeting: Cranson described the meeting with the BOS to approve the Warrant Article language for the Special Town Meeting. Chairman Sushchyk and Selectman Furmaniuk voted to support the Article on the fall STM Warrant.

At the end of the BOS meeting, a member of the public reminded the Board that construction of the Senior Center in a Neighborhood Residential would require a special permit and hearing. This action will take place in the normal course of events when a formal plan is submitted to the Planning, Health, Conservation and other relevant boards.

OPM Bid Package: Maki provided the Committee with the most recent draft version of the bid package. Correction of certain dates and capitalization were noted and will be amended in the final document. Phillips will assist with the addition of other documents previously requested by Ackerman. Ten copies of the final document will be prepared for prospective OPM applicants along with posting it electronically on the Town web site. Notice of the OPM position will appear in the *Register* and the *Worcester Telegram & Gazette*.

Checklist for OPM Interviews: Development of the checklist was postponed to the next Committee meeting.

Future Meetings: Cranson advised the Committee that some members of the Committee will be meeting with the Zoning Board of Appeals to solicit their input and suggestions regarding the project. The meeting date is October 9, 2012. The Committee will meet with the Finance/Capital Committees on October 10, 2012 to discuss the funding of the Warrant Articles on the STM. On October 4th, the Committee will meet to finalize the OPM bid document and to discuss other matters.

Adjournment: The Committee adjourned at 7:59 pm following a motion by Whitney and second by Cote. Vote: YEA = 5, NAY = 0, ABS = 0.

Respectfully submitted by

Richard H. Maki, Clerk

