

Sterling Senior Center Design & Building Committee

Butterick Municipal Building – COA Room

October 18, 2012 - 6:30 pm

MINUTES

Present: Co-Chair Jack Chandler, Co-Chair Maureen Cranson, Ronald Cote, Richard Maki, Carl Strate, Peter Watson, Weymouth Whitney. **Ex Officio:** Terri Ackerman and Karen Phillips. **Absent:** None.

Opening Meeting: Co-Chairman Cranson opened the meeting at 6:38 pm.

Approval of Minutes: The minutes of October 11, 2012 were approved as written following a motion by Watson and a second by Chandler. Vote: YEA = 6, NAY = 0, ABS = 1.

RFQ Response: Phillips reported that 12-15 requests have been received with no formal responses. Formal responses are due October 29, 2012.

Finding on Architectural Plans: In response to the idea of purchasing existing drawings raised by Mr. Fox, Cranson reported that contact was made with several individuals involved in construction design as well as the state board that registers architects. The general conclusion is that purchasing existing plans of a senior center from the original architect is permissible. All of the individuals cautioned, however, that the process would could run into issues in the bidding process, the plan would need to fit the building site exactly as designed or necessitate redesign, the plan would need to include interior designs that meet local needs, and, that only the original architect would consider performing modifications to his design. Some school designs are currently available for purchase and that a community in central Massachusetts had done so only to recognize that little savings would result and they decided to start from scratch. State officials were not aware of any senior centers constructed using existing architectural plans, nor were any identified by the earlier Site Development Committee and the Design & Building Committee.

Report on Capital Committee Meeting: Chandler and Cranson discussed the need to fund the OPM and Architect with the Capital Committee. The Capital Committee agreed to support a sum up to \$410,000 for the stated purpose with the understanding that any unspent funds would be folded back into the project.

Ackerman reported that the Finance Committee, which met after the Capital Committee in another location, discussed the senior center project. No members of the Building Committee were present because the agenda did not indicate that the center project was to be discussed. There was some discussion if this was legal. The Finance Committee voted to cap the senior center project expense at \$1.5 million dollars of local taxpayer funding with the remainder coming from non-taxpayer sources. To date, the project has been supported by the COA Board, the Capital Committee, the Board of Selectmen and the Building Committee. The Building Committee concluded that the size and function of the proposed senior center would be severely limited if Town funding was restricted to \$1.5 million dollars.

To better understand total project costs, the Building Committee reviewed an August, 2011 budgetary quotation on a 5,000 SF steel frame building prepared by Shrewsbury, MA contractor. Numerous items were excluded from the proposed cost of \$900,000 including the cost of a pressurized septic system, equipment for field testing, architectural plans, elevations and landscape plans, site work such as, but not limited to, site preparation, site work surveying, erosion control, clearing & grubbing, demolition, waste removal, excavation, trenching, backfill, compaction, gravel for slab, sand/gravel/fill, utilities, fine grading, exterior concrete flatwork (walkways, condenser pads, dumpster pads, temp. protective covering, etc.) retaining walls, fencing, drainage, and asphalt paving. Interior work would differ significantly from that outlined in the proposal in numerous areas such as bathrooms, showers, storage, office areas, computer facilities, cabinetry and an absence of a full kitchen. Fire suppression and heating systems needed additional attention as well as using an oil heating system rather than gas. The following items were also not included: primary cabling and termination, excavation and back fill along with any concrete and associated form-work, telephone, data or intercom wiring, terminations and head end equipment, cable TV wiring, security systems and wiring and any utility company back-charges or connection fees. No furniture, fixtures or equipment, no legal fees, design fees or construction maintenance fees and no contingencies were included in this price. Only one urinal and one 20-gallon electric hot water heater were part of the proposal. Use of a steel building was not ruled out, however, construction as priced in this proposal confirmed the opinion of the Building Committee that a structure of 7,500 SF with all of its envisioned requirements could double the suggested \$900,000 construction cost.

STM Presentation: The Committee discussed how the project will be presented to the Special Town Meeting including the use of *PowerPoint* projections, handouts, and display boards. In anticipation of voter questions, the Committee discussed sizing of the building, future usage, state recommendations, impact on the tax bill and the need to provide the public with our best estimates of construction costs for the OPM, Architect and structure. The Committee voted to amend the Warrant article to request \$80,000 rather than \$100,000 for the OPM fee. The successful motion was made by Watson and seconded by Whitney. YEA = 7, NAY = 0, ABS = 0. With the above change, the total cost of the Warrant article will be \$389,375. Unused funds will become part of building construction.

Assignments: Cote will prepare a spreadsheet to be used to evaluate the OPM applicants. It was mentioned that the Committee should continue to inform the BOS via our liaison and the general public prior to the STM of the developments in preparing to construct a new senior center including data relative to tax implications.

Next Meeting: October 25, 2012 at 6:30 pm in the COA room. Several members will be present for the opening of the RFQ's at 1 pm on October 29, 2012. Tuesday, October 30, 2012 at 6:30 pm in the COA room will be scheduled for a final meeting this month.

Adjournment: Following a successful motion by Cote and seconded by Chandler, the Committee voted: YEA = 7, NAY = 0, to adjourn at 8:19 pm.

Respectfully submitted,

Richard H. Maki
Richard H. Maki, Clerk