

Sterling Senior Center Design and Building Committee

Butterick Municipal Building - COA Room

May 24, 2012

Minutes

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

Open Meeting: Co-Chairman Cranson opened the meeting at 6:41 pm.

Approval of Minutes: The minutes were approved as written following a motion by Whitney and seconded by Cranson. YEA = 4, NAY = 0.

Discussion of Sterling ATM Actions: The Committee expressed appreciation to the voters of Sterling for approval of Warrant Article 24 concerning the location of a senior center on town-owned land at Muddy Pond and Boutelle Roads. The opposition to the article expressed at the ATM was similar to that received by the Committee during the Neighborhood Meeting. Traffic and parking issues associated with school functions were the principle issues mentioned. Cranson wrote a letter to the abutters assuring them that all of their concerns were heard by the Committee and would be taken into consideration during future development of the site.

Discuss Next Steps: A letter was received from Sterling Gymnastics offering their building for consideration as a senior center. There was concern about the safety and logistics of the location and potential water issues and the Committee decided by consensus to not pursue the offer. Terri will contact her and thank her for informing the Committee of the availability of the property.

It was suggested that interested boards join the Committee in a future site walk and that Committee members go to a Department Head meeting to improve communications within town agencies. Completion of an official survey of the site will be investigated by Cranson and a cost estimate will be requested. Cranson and Maki will attend a Planning Board meeting in June to seek their guidance in developing further initial steps to move the building project forward. The Committee approved the action following a motion by Watson, seconded by Whitney. YEA = 4, NAY = 0.

Procurement Procedures: Ackerman distributed materials explaining the procurement process and the various requirements at different levels of expenditure. The envisioned future actions over the next few months are each expected to cost less than \$5,000.

Discuss Room Sizes: The Committee postponed discussion until a further date TBD.

Additional Committee Members: Guest Carl Strate indicated his desire in becoming a Committee member and the group was interested in his past construction-related experience. Cranson will write a letter to the Board of Selectmen asking that Strate be appointed as a member.

Next Meeting: June 7, 2012 at 6:30 in the COA room at Butterick. Cranson will report on the visit with the Planning Board at that time.

Adjournment: The Committee adjourned at 8:14 pm following a motion by Watson, seconded by Whitney. YEA = 4, NAY = 0.

Submitted by
Richard H. Maki, Clerk