

# **Sterling Senior Center Design and Building Committee**

Butterick Municipal Building - COA Room

April 24, 2013 - 6:30 pm

## **MINUTES**

**Present:** Co-Chairman Maureen Cranson, Richard Maki, Peter Watson and Weymouth Whitney. Ex Officio: Karen Phillips. OPM: Joseph Homyak. **Absent:** Jack Chandler, Ronald Cote, Terri Ackerman and Frank Kennedy.

**Open Meeting:** Co-Chairman Cranson opened the meeting at 6:35 pm.

**Minutes:** The Public Comments section of the draft minutes of April 11, 2013 were amended and approved following a motion by Mr. Watson and second by Mr. Whitney. Vote: YEA = 4, NAY = 0, ABS = 0.

**Public Comments:** None.

**Presentation for Joint BOS Meeting:** Co-Chairman Cranson reviewed the purpose of the April 29, 2013 joint meeting with the Board of Selectmen, Finance Committee and the Building Committee. A brief *PowerPoint* presentation will be made by OPM Frank Kennedy addressing the need, design and financial aspects of the project. Mr. Homyak distributed copies of proposed presentation and committee members suggested additional language changes to be incorporated into the final presentation by Mr. Kennedy. Mr. Homyak distributed a computer-generated conceptual rendering of a building broadly similar to that envisioned by the Committee. Members recommended providing additional features to allow for a better sense of scale in the illustration prior to inclusion in the ATM presentation.

**Report on Tasks:** Ms. Cranson recommended that the committee wait until next week, when full participation of the Committee is likely, before a final vote on the total cost of the construction project. Follow discussion of the costs presented in the ATM Warrant, there was general consensus that costs would not exceed \$2.5 million and that value engineering and a contingency fund would be used to limit project expenses to \$2.5M. Further, Warrant Article #14, which requests \$250,000 for additional equipment and furnishings, will be tabled at the ATM. Private fund raising efforts will be employed, to the greatest extent achievable, to secure the equipment/furnishings not provided within the \$2.5M project limit. Several recommendations were made, including from those present at a recent Sterling department leaders meeting, and included:

- highlighting the community uses,
- the need for an emergency generator beyond "Life Safety" capabilities,
- and explaining to the residents that state law requires "prevailing wage" standards for public projects.

### **Community Information:**

The Committee agreed that the final public information presentation will occur on May 6, 2013 at 7:00 pm in the COA room of the Butterick Building. Street signs will be placed in the area of the Town Common.

**Get out the Vote:** The Committee discussed the importance of good public attendance at the ATM and what arrangements are possible to transport some residents to the meeting. The assistance of community media will be requested to encourage greater participation at the ATM.

**Next Steps:** The Committee will meet at 6:30 pm on Monday the 29<sup>th</sup> at the COA to vote on the precise Warrant amount for Article #12 (\$2.5M) and to potentially withdraw Article #14 at the ATM. At 7:00 pm the Committee will attend the joint BOS/Fincom meeting in room 205.

The next regular meeting of the Committee will be on May 2, 2013 at 6:30 pm in the COA room at the Butterick Municipal Building.

**Adjournment:** Following a successful motion by Mr. Whitney and second by Mr. Watson, the Committee adjourned at 8:20 pm. Vote: YEA = 4, NAY = 0, ABS = 0.

Respectfully submitted by

**Richard H. Maki**

Richard H. Maki, Clerk