

Sterling Senior Center Design & Building Committee

Butterick Municipal Building - COA Room

June 14, 2012 6:30 pm

MINUTES

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

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

Approval of Minutes: The minutes were approved following a motion by Cranson and a second by Watson. YEA = 4, NAY = 0.

Planning Board Meeting: Cranson discussed the meeting with the Planning Board on June 13, 2012 during which she and Maki presented a preliminary site plan and requested suggestions about what steps the Building Committee should take next. The PB suggested a formal site plan/ANR be prepared by an engineer and provided examples of several firms with whom the Board was familiar. The Committee will investigate the estimated cost of preparing the required documents.

Review/Discuss Whitman & Bingham Findings: The Committee discussed potential locations for the parking area and septic system. There was consensus that the parking area could be moved closer to the existing Chocksett parking site to assist in minimizing street parking during school events. Ackerman recommended that a timetable be developed and the preliminary work be completed in the next few months if the committee wishes to bring a proposal for hiring an owners project manager (OPM) and architect to the Special Town Meeting in November, 2012.

Walk Site with Other Boards: At an appropriate time, the Building Committee wants to walk the site with representatives of other involved boards including the Planning Board, the Conservation Commission, and the Board of Health.

Department Heads Meetings: The Committee will meet briefly with Department leaders to share information about their work and to solicit suggestions from them.

Next Steps: The name of Carl Strate has been forwarded to the Board of Selectmen as a recommendation to join the Building Committee. Another potential member, Ronald Cote, will be invited to attend the next meeting on June 28, 2012.

Adjournment: The meeting adjourned at 7:55 pm following a motion by Cranson, seconded by Whitney. YEA = 4, NAY = 0.

Richard Maki, Clerk

