

Sterling Senior Center Design & Building Committee

Butterick Municipal Building – COA Room

July 5, 2012 6:30 pm

MINUTES

Present: Maureen Cranson, Richard Maki, Peter Watson and Weymouth Whitney.

Absent: Jack Chandler and Carl Strate. **Ex. Officio Members:** Terri Ackerman and Karen Phillips. **Guest:** James Rheault of Whitman & Bingham Associates, LLC.

Open Meeting: Co-Chairman Cranson opened the meeting at 6:36 pm.

Approval of Minutes: The Committee approved the minutes of June 14, 2012 as written following a motion by Whitney and second by Watson. YEA = 4, NAY = 0.

Future Appointment of Committee Members: The Committee voted to approve the names of Ronald Cote and Norman Plourde as members of the Committee. Cote's participation will complete the seven-member group and Plourde will be recommended as an ex officio member. The Committee felt that both gentlemen had expertise that would prove valuable during the building process. Names of both will be forwarded to the Board of Selectmen for formal appointment. Motion made by Watson, seconded by Maki. YEA = 4, NAY = 0.

Update on Whitman & Bingham: Mr. James Rheault of W & B presented a conceptual plan to the Committee and answered questions about septic systems, location of parking facilities, set backs, town fees and generally described the work that W & B will accomplish under a \$4,999.00 contract approved by the Council on Aging. A topographic map of the site will be prepared, a septic design, boundaries established, wetlands (if any) identified, and an ANR prepared for the Planning Board. Rheault will be available to represent the Committee before the Planning Board, the Board of Health, the Wachusett Regional High School School Committee, Board of Selectmen and other boards as needed.

Perc Test: Cranson will contact Mr. William Tuttle of the DPW to determine if they can dig the holes needed for a perc test on the building site. Rheault would like to conduct the test in the next two weeks if possible. He will also work with the Town Conservation agent to determine any concerns regarding wetlands on the site. Rheault expects to have the plans to the Committee by mid-August for discussion.

Recap of BOS Decision on the 1835 Project: Cranson reviewed the details of the last BOS meeting during which the scope of proposed work on the 1835 Town Hall was discussed. The BOS wanted to see full details on the septic system issue before moving forward. At the meeting, Mr. John Kilcoyne of the Finance Committee, remarked that he doubted if the Town would support two major

Recap of BOS Decision on the 1835 Project – Continued.

projects (1835 & Senior Center) at the same.

Report on Department Head Meeting: Cranson and Maki attended a meeting of the Town Department Heads to explain the progress of the Building Committee, answer questions, and request their cooperation as the building project moves forward. Fire Chief Hurlbut was asked about the size needed for an emergency shelter (proposed to be included in the project) and he stated that he has equipment and materials for fifty shelter evacuees.

Open Discussion: Whitney and Maki described their interest in considering a steel frame building when the Committee eventually meets with the architect.

Next Steps: Cranson will send a letter to the BOS regarding the appointment of Ronald Cote and Norman Plourde to the Building Committee. She will also talk with Mr. Tuttle about assistance with the perc test and forward the dates of future meetings of the Boards of Health, Planning Board, and Regional School Committee to Mr. Rheault.

Next Meeting: The Building Committee will meet on July 19, 2012 in the COA Room at the Butterick Municipal Building at 6:30 pm.

Adjournment: The meeting adjourned at 8:16 pm following a motion by Cranson and seconded by Watson. YEA = 4, NAY = 0.

Respectfully submitted by

Richard H. Maki, Clerk