

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

Butterick Municipal Building - COA Room

January 9, 2014 - 6:30 pm

## **MINUTES**

**Present:** Co-Chairman Maureen Cranson, Richard Maki, Judy Reynolds, Peter Watson, Weymouth Whitney, Kevin Beaupre, Robert Bloom and Karen Phillips. Guest: Sharon Bloom. **Absent:** Jack Chandler and Ronald Cote.

**Open Meeting:** Co-Chairman Cranson opened the meeting at 6:32 PM.

**Minutes:** The minutes of December 5, 2013 were approved as written following a motion by Mr. Whitney and second by Ms. Reynolds. VOTE: YEA = 5, NAY = 0, ABS = 0.

**Presentation by Mr. Jamie Rheault of Whitman and Bingham:** Ms. Cranson notified the Committee that Mr. Rheault was unable to attend this evening and requested to be re-scheduled.

**Updates:** Ms. Reynolds attended a meeting of the Economic Development Committee and spoke with a representative of Clark University regarding the potential for future assistance from the Capstone program. Ms. Reynolds has not received a return phone call and will follow up with Capstone officials. Committee members commented that due to prior scheduling of students for the spring semester, there is limited likelihood of their participation through the first half of 2014.

Ms. Cranson stated that there was an increasing probability of establishing a web site dedicated to information about the senior center as preliminary efforts to secure web software have been successful. More information as the concept progresses.

Mr. Whitney described his reflections upon including overhead protection for the COA vans citing the need for protection from winter storms and security issues.

**Budget Discussions:** The Committee spent a considerable amount of time discussing the construction budget, the inclusion or exclusion of a fully capable emergency generator, and the level of the contingency funds. Mr. Chandler was unable to attend this meeting, but sent along a thorough analysis supporting funding of a full building emergency generator rather than the minimal Life System currently budgeted. The Committee agreed with his logic, but by consensus decided to limit the current building cost estimate. A suggestion was made that a second warrant article could be proposed to augment the basic system for an additional \$60,000.

The contingency funds were reviewed again regarding whether to keep the amount at 12% or increase it to 15%, the amount recommended by our former OPM. Mr. Maki made a motion, seconded by Mr. Whitney, to keep the amount to 12%. Following discussion, the Committee voted to support the contingency funds at 15%. Vote: YEA = 1, NAY = 4. Ms. Cranson repeated previous statements by the Committee that all unused contingency funds would be "returned to the town".

## **Budget Discussions (Continued)**

Examining the proposed construction budget again, the consensus of the Committee was that there was nothing remaining that could be reduced without endangering the integrity of the project. The total cost of construction, as reflected by the new square foot number of \$300/SF, was \$2,931,149. Committee members expressed their frustration by the 7% increase in building costs since May, 2013 and the necessity to comply with Commonwealth law mandating the use of “prevailing wage” which added approximately 30% to labor costs for the project. The Committee voted to support \$2,931,149 for the construction of the new senior center. VOTE: YEA = 5, NAY = 0, ABS = 0.

Members of the Building Committee will schedule a meeting with the Finance Committee to discuss the project, present the total cost estimate of \$2,931,149, and request their support of the May, 2014 Warrant Article to build a new senior center. The Article will be similar to that presented in May of 2013 but will include the new cost adjustment.

**Open Discussion:** Several members questioned having a ballot vote at the ATM regarding the senior center project. More information is required. Mr. Beaupre suggesting developing a “checklist” describing future steps and timelines to ensure that all necessary actions occur prior to presentation of the proposal at the Annual Town Meeting.

**Next Steps:** Ms. Cranson will contact the chairman of the Finance Committee and request that we have a joint meeting seeking support of construction of a new senior center. The next scheduled Committee meeting is January 30, 2014 at 6:30 PM.

**Adjournment:** A motion to adjourn was made by Mr. Whitney with a second by Ms. Reynolds. VOTE: YEA = 5, NAY = 0, ABS = 0. The meeting adjourned at 8:02 PM.

Respectfully submitted by

**Richard H. Maki**

Richard H. Maki, Clerk