

Sterling Senior Center Design and Building Committee

Butterick Municipal Building - COA Room

January 30, 2014 - 6:30 PM

MINUTES

Present: Maureen Cranson, Ronald Cote, Richard Maki, Judy Reynolds, Peter Watson, Weymouth Whitney. Kevin Beaupre, Robert Cutler, Karen Phillips. **Absent:** Jack Chandler, Robert Bloom. **Guests:** Jamie Rheault of Whitman and Bingham.

Open Meeting: Co-Chairman Cranson opened the meeting at 6:30 PM

Minutes: The minutes of January 9, 2014 were accepted as written following a motion by Mr. Whitney and second by Mr. Cote. VOTE: YEA = 5, NAY = 0 , ABS = 1.

Review Plans for Town Boards – Mr. James Rheault: Mr. Rheault described the proposed site plans dated January 30, 2014 for future presentation to the Sterling Planning Board and Conservation Commission. He explained the infiltration/detention basin, dark sky compliant lighting, future expansion potential, landscaping, parking areas, drainage details, site grading, and the walkway to the Chocksett School. He explained the peer review process and use of a sign off sheet throughout the PB/ConCom process. All documents will be given to the PB and ConCom prior February 12, 2014. Mr. Rheault and Mark Piermarini will be presenting before the PB. Committee members had questions about the use of maple trees for visual barriers along Boutelle Road and wanted to view the existing trees bordering the school property. Mr. Rheault stated that the architect has a certain amount of “freedom” in amending the proposed plans, but as long as they are minor in nature it is not necessary to return to the PB for additional approval. The Committee informed Rheault that most likely only three PB members would be present on the 12th and members discussed the voting requirements with only a quorum present. Mr. Rheault left at 7:23 PM.

Review and Amend“ Punch List of Actions Prior to ATM: The Committee reviewed the list of fourteen “steps” for future action. Major items included preparing the language of the ATM Articles, contact with and support of the Finance Committee, and communications efforts with Sterling voters. Committee members wanted to have well defined financial information available to voters including the average cost per household and the cost of optional construction associated with a partial walkout cellar for storage.

Discuss Future Media and Community Meetings: Publicity prior to the ATM was regarded as vital to the success of the Articles. Numerous options using local print media, the SLCT public access station, pamphlets, etc. were discussed.

Finalize ATM Articles: COA Director will prepare a draft of two articles for the ATM for our next Committee meeting. The first focuses upon construction of the proposed center and its associated costs. The second concerns the estimated cost of a partial cellar storage.

Updates: Mr. Maki provided the Committee with a graph of the projected bond indebtedness including the expected construction expenses. He also provided two tables addressing annual bond expenses assuming level debt or equal principal payments.

Updates Continued: Ms. Cranson described a visit to the Northboro Senior Center with Selectman Cutler recently. They saw seniors engaged in numerous activities and had a tour conducted by the center director.

Open Discussion: Mr. Beaupre wanted more information on the type of construction, wood or metal frame. Ms. Cranson will contact the former OPM to confirm the construction details and potential cost impact. Mr. Maki will secure the cost per average homeowner for the next meeting. He will also get more details on using the local cable access channel to inform Sterling residents about the proposed senior center. Ms. Reynolds will continue to attempt to secure a cost estimate for the additional construction of a partial cellar. Ms. Cranson stated that a training session regarding the Open Meeting Law is available to Committee members on February 10, 2014 at 7:00 PM at the Butterick Municipal Building. Mr. Cote will attempt to determine the progress of Westminster's senior center and cost information.

Next Meeting: The Committee will next meet on February 6, 2014 at 6:30 PM.

Adjournment: The Committee agreed to adjourn at 8:41 PM following a motion by Mr. Watson and second by Mr. Whitney. VOTE: YEA = 6, NAY = 0, ABS = 0.

Respectfully submitted by

Richard H. Maki

Richard H. Maki, Clerk

Page 2 of 2

Reference Documents:

Site Plan dated January 30, 2014

"Punch List"

Debt Service Schedule (2)

Graph of Projected Indebtedness