

Sterling Senior Center Design & Building Committee

Butterick Municipal Building – COA Room

February 6, 2014 – 6:30 PM

MINUTES

Present: Jack Chandler, Maureen Cranson, Ronald Cote (A=6:38), Richard Maki, Judy Reynolds, Peter Watson, Weymouth Whitney. Robert Bloom, Kevin Beaupre, Karen Phillips (L=7:57). **Absent:** None.

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

Approval of Minutes: The minutes of January 30, 2014 were approved as written following a motion by Mr. Whitney and second by Mr. Watson. VOTE: YEA = 5, NAY = 0, ABS = 1.

Updates: Ms. Phillips reported that she had contacted the COA Director in Westminster to ask about progress in construction of their new senior center. She stated that the building was 7,400 SF and the cost for the building and construction manager only was \$2.5 million. Construction type was a steel frame and wood structure. Phillips also said that she had placed ATM Warrant markers for (1) \$2,965,649 and (2) additional cost for a partial cellar calculated at \$230 SF. Specific language will follow. The final Articles are due in March.

Ms. Reynolds has been unable to secure an estimate from a contractor due to his having a serious illness. Mr. Maki reported that the new Town Administrator Jeff Ritter is working on providing the tax impact per average household and that number should be available soon.

Ms. Cranson reminded the Committee that a construction estimate generated by Grainier Construction for Mr. James Simpson about two years ago allowed for a steel building for \$1.9 million. That estimate did not include site work, septic system, bathrooms, sprinklers or kitchen. In a related item, Cranson said that she had been invited by Mr. Michael Padula to join him in visiting a New Hampshire construction firm that specializes in steel buildings to better understand the merits of all steel construction. The date was not confirmed, but is likely to occur on February 21st or 22nd. Committee members were invited and Mr. Whitney expressed interest in participating. Whitman and Bingham Engineering is completing the site plans and will distribute them to the Planning Board and the Conservation Commission on next Monday. Their representatives will appear before the Planning Board for the ANR hearing on February 12, 2014 at 7:00 PM followed by the formal site plan hearing at 7:30 PM. The Building Committee will meet separately at 6:30 PM in the COA room prior to attending the PB meeting.

Community Meetings: The Committee is planning for community meetings to explain the senior center project to the public and answer any remaining questions. The tentative date for the two meetings is April 9, 2014. Both meetings will be held in the senior center, the first being at 12:30 PM following the congregate meal and the second at 7:00 PM for the general public. Members will review and revise the *PowerPoint* presentation previously

Community Meetings: (Continued)

used at the 2013 ATM. Ms. Reynolds volunteered to assemble likely questions to be asked at the presentations and Mr. Cranson encouraged other members to send their suggested questions to Ms. Reynolds. Committee members again affirmed the importance that the Town understand that the senior center would be used for community functions when it did not interfere with COA usage.

Finalize ATM Articles: Copies of the 2013 and proposed 2014 ATM Warrant Articles were provided to the Committee for their review and recommendations. During the discussion of the cost numbers included in the future Warrant Article, Mr. Beaupre questioned how the contingency fee of \$386,824 was calculated. The value of 15% of the total project was recommended by the OPM (Diversified Project Management) and the Committee was cautioned not to lower it further with the hope of reducing the project cost. Unexpected expenses need to be factored into the plans so that it will not be necessary to ask the Town for additional funding. The general consensus of the Committee was to maintain the current calculation rather than potentially risk short-changing amounts contained in the "Professional Fees" budget category.

Open Discussion: Ms. Cranson and Mr. Watson informed the Committee of a Special Meal Event (Chinese food) at the senior center on a Saturday in the near future.

Next Meeting: February 12, 2014 at 6:30 PM in the senior center followed by attending the presentations at the Planning Board. The Committee will reconvene at the COA following the PB session.

Adjournment: The Committee agreed to adjourn at 7:50 PM following a motion by Ms. Reynolds and second by Mr. Chandler. VOTE: YEA = 7, NAY = 0, ABS = 0.

Respectfully submitted by

Richard H. Maki

Richard H. Maki, Clerk

Reference Documents:

Minutes 1-30-14

Project Budget

ATM Warrant Articles 2013/2014

Tentative Press Release Re: Community Meetings