

Sterling Senior Center Building Committee

Butterick Municipal Building - COA Room

December 18, 2014 - 6:30 PM

MINUTES

Present: Chair Maureen Cranson, Vice-Chair Michael Padula, Kevin Beaupre, Robert Bloom, Richard Maki and Weymouth Whitney. Selectman Robert Cutler, COA Director Karen Phillips, Also present: OPM Michael Josefek and Peter Kozcera, Architects Elizabeth Turowski and Peter Turowski. Public: Russell Philpot (A=7:00 pm) and James Simpson Jr. **Absent:** Ronald Cote and Steven Lapin.

Open Meeting: Ms. Cranson opened the meeting at 6:30 PM.

Approval of Minutes: The Minutes of December 4, 2014 were approved, following correction of "\$700" to "700 LF", by motion of Mr. Beaupre and second by Mr. Bloom. VOTE: YEA = 6, NAY = 0.

Westerman Review: Ms. Cranson reported that a subcommittee including representatives of the Building Committee, the COA, and T2 met with a Westerman kitchen designer earlier in this week to explore kitchen equipment and placement. The design services cost \$600, however, if the equipment is ultimately purchased from the firm, they will deduct \$100 for every \$1,000 of equipment sold. The consensus of the group saw the experience as positive and the architects will await a draft design from Westerman's shortly prior to or immediately following the Christmas holiday.

Review Space Options: Peter and Libby Turowski presented two draft designs that included building schematics, profiles, conceptual layout, and roof truss views. The plans included suggestions previously raised by the Committee and several new exterior options. The roof line was lowered to approximately 24 feet at peak and an attic portion provided for storage of COA supplies accessible via a built-in stairway. Potential inclusion of partial dormers on the roof and a hip roof was shown. The exterior included a covered entry and a wide gable-covered porch. The westerly side of the building featured 5-7 double doors and numerous windows. The kitchen was divided 60/40 as requested with doorways accessible to each side. The central interior schematic design allowed for heavier equipment storage in the attic with a basic-level finish.

Placement of the electrical and mechanical rooms was discussed and it was later suggested that they be co-located on the southerly end of the building. A "dry" sprinkler system would be installed in the attic and throughout the structure. The Committee also recommended that the number of double doors shown on the westerly side be reduced in consideration of potential heat loss/rainfall due to exposure to prevailing westerly winds. T2 suggested placement of small dormers to allow more light into the building interior. The Committee has not previously viewed added roof features favorably.

Audience and Committee members commented about the merits of various insulation techniques/materials, potential "Green Community" designation, and that further consideration will be given as design progresses. Asked if a steel building was ruled out, both the OPM and Architects said that their experience showed that wood frame construction was the least expensive of various options, but that they would review the total cost of alternative construction options and report to the Committee. The OPM's again emphasized the extremely "tight" budget and that the Committee would likely be making difficult future decisions just to stay within budget limits.

The kitchen plan was seen as being slightly larger (~100 SF) than necessary and the additional space gained might be used to benefit the mechanical or storage areas.

The subject of formal designation of the building as an emergency shelter was raised by members of the audience, and following discussion, it was agreed that special construction requirements would prohibit classifying the structure as an official emergency shelter. However, nothing would prevent Town emergency services from using the building as a temporary evacuation center similar to the practice previously used with other municipal and private buildings during emergency conditions.

Placement of the emergency generator was recommended to move from the north side of the building to a location away from the building on the south-facing side.

Following the discussion period, the Committee voted to accept the basic elements of plan #2 with consideration for the recommendations made. Motion was made by Mr. Padula and seconded by Mr. Bloom. VOTE: YEA = 6, NAY = 0.

The Architects will return on January 8, 2015 with updated plans including the kitchen design and present suggestions regarding heating and cooling systems in the building.

Ms. Cranson declared a five-minutes break at 7:54 pm. Audience members, Mr. Cutler and T2 left the meeting.

Ms. Cranson returned the meeting to public session at 8:00 pm. and the Committee discussed the status of the waddles and silt fencing at the building site. The total amount of perimeter material reached 1,000 feet rather than the expected 700 feet. Mr. Whitney had viewed the site and requested that the Conservation Agent approve the work in writing. The Committee approved payment of \$4,200 to S and M Farms of Fitchburg for the erosion control work following a motion by Mr. Padula and second by Mr. Bloom. VOTE: YEA = 6, NAY = 0.

The Committee voted to approve payments to the OPM (ACG) and Architect (T2) representing 50% of the design work by T2 for a total cost of \$7,822.50. Motion made by Mr. Beaupre and seconded by Mr. Padula. VOTE: YEA = 6, NAY = 0. Similarly, the Committee voted to approve payment of \$34.50 to the Worcester Telegram & Gazette for the advertisement regarding clearing of trees on the site. VOTE: YEA = 6, NAY = 0.

The Board of Selectmen had recently requested a running budget showing the status of payments and remaining balance. Ms. Phillips had prepared such a document and Mr. Beaupre suggested providing a copy to the Selectmen on a regular basis. The Town Treasurer also will be provided with the details of payments approved by the Committee so that she can plan for anticipated bonding requests.

Open Discussion: Mr. Maki briefly presented the Committee with information about investigation by the Sterling Municipal Light Department regarding future designation of Sterling as a "Green Community". He said 146 cities and towns in the Commonwealth are participants in the energy initiative sponsored by the state resulting in grant funds being returned to the communities for energy-saving projects. Use of appropriate construction techniques in the senior center project could add weight to the proposal being consideration by the SMLD. The measure would require approval by the Annual Town Meeting. The subject will be on a future agenda for discussion and an invitation will be extended to Mr. Sean Hamilton, Light Department Manager to participate.

Mr. Beaupre shared his view that the COA use some of their remaining ~\$10,000 for anticipated future building expenses. Ms. Phillips said the COA Board planned to use their remaining funds for equipment and furnishings in the new building.

Adjournment: The Committee adjourned at 8:46 PM following a successful motion by Mr. Padula and second by Mr. Beaupre. VOTE: YEA = 6, NAY = 0.

Next Meeting: The Committee will meet on January 8, 2015 at the Butterick Building at 6:30 PM.

Respectfully submitted by
Richard H. Maki
Richard H. Maki, Clerk

Page 3 of 3

Action Items:

- T2 will return with modified schematics, kitchen designs and HVAC proposals.
- T2 and ACG will investigate impact of "Green Community" standards upon the project.
- T2 and ACG will investigate cost of alternative (to wood) construction materials.
- Ms. Cranson will include "Green Communities" on the future agenda.
- Ms. Cranson will invite Mr. Hamilton (SMLD) to attend the next meeting.
- Ms. Cranson will post the next meeting on Thursday January 8, 2015.
- Ms. Cranson will contact the Conservation Agent regarding erosion control.
- Westerman's will submit proposed kitchen designs to T2