

Sterling Senior Center Building Committee

Butterick Municipal Building - COA Room

November 12, 2015 - 6:30 pm

MINUTES

Present: Chair Maureen Cranson, Vice-Chair Michael Padula, Kevin Beaupre, Robert Bloom, Ronald Cote, Richard Maki. Senior Center Director Karen Phillips, OPM Michael Josefek, Architects Peter Turowski and Libby Turowski. **Absent:** Peter Kozcera and Weymouth Whitney.

Open Meeting: Chair Cranson opened the meeting at 6:30 pm.

Approval of Minutes: The Minutes of October 15, 2015 were approved as written following a motion by Mr. Cote and second by Mr. Padula. VOTE: YEA = 5, NAY = 0, ABS = 1.

T-2 Updates and Reports: Architect Peter Turowski provided invoices for payment #4 to BSI for \$348,367.00 and Yankee Engineering for \$475 for a total of \$348,842. The invoices were signed at the conclusion of the meeting. Also received was request #14 (for conduit interduct, outlets, etc. for cable/television connectivity) for \$3,489. The Committee decided to cancel further action on #14 following a motion by Mr. Padula, second by Mr. Beaupre. The work can be accomplished at a later time. VOTE: YEA = 6, NAY = 0, ABS = 0.

OPM Michael Josefek said that the project was, "moving along well" and that the pace was on schedule. He continued, addressing landscaping and seeding, indicting that the subcontractor was planning to do "hydroseeding soon" to stabilize the ground. There was concern expressed by Committee members should weather conditions interfere with germination. Mr. Josefek replied that a "proper stand of grass" was guaranteed, and Mr. Turowski added that it was "also part of the one-year" warrantee. Discussion turned to care of the floor (which will be installed near the end of the project) and the OPM and Architects stated that it was a low maintenance floor that did not require periodic waxing. A copy of the care and maintenance manual for the floor would be provided to the Town at the project's conclusion.

Josefek reported that approximately 80% of the outside painting was complete as was the first interior coat. The ceiling grids were mainly installed as were the overhead lighting units. The exterior doors are expected to arrive early in December. BSI is responsible for maintaining an appropriate indoor temperature using temporary heating units or the building HVAC system once gas connections are completed. Building power is not available until remaining parts for the 400 ampere panel are received and installed (possibly more than one week out).

Mr. Josefek said that installation of the epoxy floor in the bathroom is about ten days out and then the plumbing fixtures can be installed. Interior door frames are recently painted and will be ready for door installation soon. The base coat of asphalt is one-two weeks out and the surface coat will follow shortly thereafter. The contractor is likely to accomplish the base and final coat simultaneously to complete the project rather than return to complete the top coat in the spring. Members reminded the Architect and OPM that local asphalt firms may close operations soon, depending upon their outstanding commitments. Additional fill has not been required to date, but may be needed by the site developer soon. The cost of loading the Town-provided fill remains disputed by the site developer and will be addressed at the conclusion of his work.

Josefek said that the Committee would “see a big difference” in the building within the next three weeks.

Ms. Cranson discussed planting of the boundary trees with the superintendent of public works and he recommended waiting until spring to purchase/install the plants.

Mr. Maki reported on acquisition and installation of a flag pole. After consulting with the Mr. Turowski, Maki recommended that the Committee defer accepting a 35’ pole donation that would involve removing it from its current location in Leominster, transporting it to the site and preparing a new support system. Further, the pole height, located near the building, would be disproportionate with the building height. The offer was sincerely appreciated by the Committee but they decided to purchase a new 25’ pole to be installed by the vendor. A motion to that effect was made by Mr. Padula and seconded by Mr. Bloom. VOTE: YEA = 6, NAY = 0. A follow-on motion was made by Mr. Beaupre and seconded by Mr. Bloom to allow Mr. Maki and Mr. Bloom to spend up to \$3,000 for the flag pole and lighting system. VOTE: YEA = 6, NAY = 0. Maki said a significant donation toward this expense is anticipated from a yet unconfirmed private donation.

The Committee discussed payment of a portion of an outstanding invoice from the Architect for a total of \$4,525. The Committee gave Mr. Josefek authority to contact Mr. Turowski to determine the final details and any outstanding balances related to the invoice and inform the Committee at the next meeting for any necessary action.

Open Discussion: Mr. Josefek spoke about future installation of a fire hydrant near the boundary of the Chocksett School and the Senior Center, and to date, none has been officially requested. The issue can be dealt with later if necessary. Josefek asked the Committee to think about a building sign and required lighting. No action was taken.

Next Meeting: The Committee will meet on December 3, 2015, tentatively at 5 pm, at the site for a tour of the building (assuming interior and exterior lighting is available). They will then adjourn to the COA for a regular meeting at approximately 5:45 pm. Ms. Cranson reported that the COA Board has also requested an opportunity to view the interior of the building.

Adjournment: Mr. Padula, seconded by Mr. Bloom, motioned successfully to adjourn the meeting at 7:39 pm. VOTE: Unanimous.

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