FACILITIES IMPLEMENTATION & STRATEGIC PLANNING

Meeting Minutes

May 25, 2016

Members Present: John Hadley, Siobhan Bohnson, Christopher Rucho, Patrick Crowley, James Duggan, Ray Bricault, Kevin McCormick, Marcia Cairns, Robert Chisholm, John DiPietro and Phil Mallet

Members Absent:

Mr. Hadley convened the meeting at 7:00pm.

DISCUSSION AND VOTES:

1. Minutes of May 5, 2016:
   A) Mr. McCormick moved and Ms. Bohnson seconded to accept the minutes as presented. Vote: 9 approved, 2 abstentions. Motion approved.
2. Architect Contract: John Hadley announced that the Selectmen had approved the contract with Reinhardt Associates for the fee of $200,000. Mr. Bricault asked if the schedule was reflected in the contract. The contract actually refers to the attached Architects proposal which shows the proposed schedule.
3. Owner Project Manager (OPM) Report: Tony DiLuzio of Cardinal Construction informed the committee that the survey was completed and presented a copy of the plan. The next step is to complete the soil borings and test pits, which in turn inform the best location of the building on the site. Tony will check with the DPW to see if they can help with the test pits. Discussion ensued about the use of the web-based ProCore software which acts as a repository for all project related information. Tony sends out notices to the Committee with new information prior to each meeting.
4. Architect Presentation: Reinhardt Associates Principal John MacMillan explained to the Committee that the initial programming review completed with the police department shows that a station of approximately 11,000 SF is needed, and the budget is inadequate to construct a building of that size. The 11,000 SF size is in line with other communities of equal size. Mr. MacMillan presented a study that shows how the size and cost compare to other stations built in the state. The $250/SF cost reflects using moderate cost building materials. This size does include a 25% factor for hallways, stairs, etc. which can be reduced somewhat once the building layout is begun. Mr. MacMillan did state that as the design proceeds, the cost estimates will become firmer, and the design contingency account can be reduced and used for construction costs. There was much discussion about ways to reduce the building to reduce the construction costs, such as not constructing a basement. The committee discussed having the architect work on the design to include a building that is less than 11,000SF but still sized to ensure the current and future needs of the department were not compromised. The committee discussed that it may be necessary to ask the voters at an October town meeting to authorize the additional funds to build the station per the design created. There was also discussion about whether the necessary ballot vote should be at the November election, or at a local election held on a different date.
5. Senior Center Design: New FISP Committee member Robert Chisholm presented some statistics regarding the need for a reasonably sized new senior center. He stated the COA is looking to construct a building that is environmentally friendly, energy efficient (with inclusion of solar if feasible), and low maintenance. Mr. Chisholm invited all members to attend the June 6th brain storming session at the COA to help frame the needs for the senior center design.

6. Next Meeting: The Committee agreed to meet again on June 29, 2016 at 7:00pm.
7. Meeting Adjourned: Mr. McCormick moved, and Mr. Crowley seconded at 8:55 pm. All in Favor. Meeting adjourned.

Respectfully submitted: Anita M. Scheipers

Date Approved: June 29, 2016