

FISP Committee (Special Meeting)

Meeting Date and Time: August 2, 2017 - 7:00 p.m.

Members Present: John Hadley, Chair, Chris Rucho, Vice Chair, Pat Crowley, Bob Chisholm, Kate Ivers, Ray Bricault, Barur Rajeshkumar, Jay Dugan, Phil Mallet, Clerk.

Members Not Present: Siobhan Bohnson.

Also Present: Anita Scheipers, Town Administrator, Lisa Viklund, COA Director, Barbara M. Nordstrom, Recorder, John MacMillan, Caolo & Bieniek (CBA), architect, and Tony DiLuzio, OPM.

Call To Order: The meeting was called to order by the Chair at 7 p.m. The purpose of the meeting was to decide major scheduling events before signing a contract with Caolo & Bieniek. CBA needs 10-12 weeks to produce final bid-ready designs. As the schedule stood at the time of the meeting, the bidding process and timing was not advantageous to the Town, according to OPM Tony DiLuzio, because not conducive to ensuring many bids. He suggested the committee reach a consensus about the timing of design, bidding, funding, site activities, town meetings & the Proposition 2 ½ vote. After Tony DiLuzio's slide presentation it was decided that construction documents would be ready by the end of the year, request for bids would go out in January, and a special town meeting would be held in February, with the Proposition 2 ½ vote following shortly thereafter.

In subsequent discussion, committee members emphasized budget constraints, community access specifics and design options. At the request of John MacMillan, the architect and project manager, the budget was specified: \$1.2 million allocated for Phase 2, the completion of bid-ready designs and \$4.3 million for Phase 3, construction to occupancy, for a total cost of \$5.5 million. Regarding community access, it was agreed that a representative be appointed to make suggestions and forward community ideas to the committee. Regarding design, John MacMillan has already begun meeting with Lisa Viklund, COA Director, to begin to finalize design and programming matters. Committee members had questions and comments about many issues, among them the architect having the time and freedom to investigate design alternatives, for example the cloverleaf design mentioned in the architect interviews, before finalizing; the need for more storage than in the conceptual design; and the understanding that the West Boylston Senior Center was always conceived and explained to voters as a senior center with community access capabilities as available.

Motion: Jay Dugan made the following motion: "I move to direct the Town Administrator to complete the designer contract with Caolo & Bieniek to complete the bid documents by December 5, 2017." The motion was seconded by Chris Rucho. Vote was unanimous. Motion passed.

Adjournment of Meeting: Pat Crowley moved to adjourn and Jay Dugan seconded. Vote was unanimous. Motion passed. Meeting adjourned @ 8:15 p.m.

Respectfully submitted: Phil Mallet, Clerk, Barbara M. Nordstrom, Recorder

Date Minutes Approved: Jan 9, 2018