



**Town of West Boylston**  
140 Worcester Street, West Boylston, Massachusetts 01583

## **Facilities Implementation & Strategic Planning Cmte. Meeting Minutes**

<b>Date / Time / Location of Meeting</b> <b>November 13, 2019; 6:30 p.m.;</b> <b>Board Meeting Room, 140</b> <b>Worcester Street</b>
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<b>Members Present</b> <b>Christopher A. Rucho</b> <b>John W. Hadley</b> <b>Patrick Crowley</b> <b>Barur R. Rajeshkumar</b> <b>Raymond Bricault</b> <b>Phil Mallet</b>
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<b>Members NOT Present</b> <b>Michael Kittredge</b>
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<b>Invited Guests:</b> <b>Lisa Clark Viklund</b> <b>Anthony DiLuzio</b>
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Mr. Hadley convened the meeting at 6:30 p.m.

1.. Approval of Meeting Minutes – September 11, 2019

Motion Mr. Crowley to approve the minutes, second Mr. Rucho, all in favor.

2. Senior Center

a. Update on Mixter field conditions

Mr. DiLuzio reports that the grass on the ball field has all been reseeded and mowed several times. It has been accepted by the architect and there are a couple of areas that need to be reseeded. The drainage on the other side of the stone wall has been cleaned out and it is draining. Mr. Hadley advised that the Parks Commission has requested to have infield improved as part of the project as they were not allowed access to the infield and it is now all grown in. Had they been given access it would not have been this bad. Mr. Crowley asked if the Parks Commission indicated how much it would cost to have this done. Mr. Rucho doesn't know. It is a matter of clearing the grass out of the infield and it will be included on the DPW's spring project list. Mr. DiLuzio reports that the town is now responsible for the mowing.

b. Update on Parking Lot Striping

Mr. DiLuzio reports that he is meeting with the Planning Board later this evening and will have an answer. Mr. Rucho stated that the meeting with the Planning Board has nothing to

do with this committee. Mr. DiLuzio states we all know that the parking lot striping was not done in accordance with the zoning requirement of nine feet. The contractor offered three options; paint over the lines and restripe, sand blast and restripe, or burn the lines off and restripe. They also offered to seal coat the parking lot, however, that becomes a maintenance issue. FISP didn't like any of those options and voted not to accept any of them. The last option the contractor offered was if the Planning Board would accept it as is the contractor will work with the town to give back a credit which could be used to re-stripe the lot in the future. If the Planning Board does not accept the parking lot Mr. DiLuzio and Mr. MacMillan would like direction from FISP on how to proceed, burn, sand blast, seal coat, paint over, or grind 1-inch of pavement off and redo. The contractor will fight and they will go after the sub who did the work. Mr. Hadley doesn't believe anything will be done before next spring. Mr. DiLuzio feels you could still sand blast, re-stripe, or burn as they are not weather dependent.

Mr. Crowley states we spent \$6 million on a new building and he would not vote for anything except grind and do it right. The Planning Board knows that FISP decided to accept the letter from the Council on Aging and did not accept any of the three alternatives. Mr. Bricault heard from Mr. Vignaly that the parking spaces are also three feet short and that was something he had not been made aware of. Mr. DiLuzio explained that it is at the south side of the parking lot. When they did the stripes they went to the line side and when they built the berm they put the cape cod berm on the outside instead of the inside. Mr. Bricault was also told that if it needs to be restriped we would lose 4 spaces. Mr. DiLuzio clarified that if we restripe the number of spaces would be the same and we would not lose any.

Mr. Rucho pointed out that the handicapped area is also off. Mr. DiLuzio advised that the handicapped area has enough space to fix that. You would take the parallel spots along ball field and change them to angled spots to make up those spots so you would not lose any spaces overall. Mr. Hadley noted that the bottom line is we are not getting anything done this year. Mr. DiLuzio asked FISP if they would like him to pull this off the Planning Board agenda and have them fix the problem.

Motion Mr. Crowley if the Planning Board says no we will instruct RAC to grind, repave and restripe the parking lot properly, second Mr. Bricault. Mr. Bricault asked if the pooling in the photos had been fixed. Ms. Viklund responded, not the ones in the back by the dumpster. They did reshape some of the pavement in the parking lot to fix the puddling in that location. Mr. DiLuzio reports that the contract has offered a resolution for the puddling in the back of the dumpster. It is a storm structure that takes a week to order. It is in the works and he will get that approved by the Planning Board tonight. Mr. Rucho asked if they say no, then we decide how much money do we need to fight this. Mr. Rajeshkumar voiced concern that the parking lot is for seniors to be safe and if the handicapped spaces are not right, if something happens they could sue the town. Mr. DiLuzio states that the handicapped areas do not conform with the ADA. The contractors is aware of that and he would like to fix the four spots. The four can be fixed or all 46 can be fixed. What would the Board like. Mr. Crowley questioned what the fix is and wants to make sure it isn't something that looks awful. FISP members were generally dismayed that this is the first time hearing about the issue with the handicapped spots. Mr. Crowley stated that there is a difference being outside the bylaw of the town and not being in compliance with handicapped parking spots is a federal requirement. Mr. Hadley pointed out that the as built have not been accepted yet. Mr. Rajeshkumar concerns is somebody getting into an accident and the lawyers will go after the town because the parking is not in compliance., Mr. Crowley voice his concern that this is the first meeting FISP has been told that

the handicapped spots are not ADA compliant. Mr. Rucho states that if we knew it was not done in accordance with ADA standards we would not have asked you to go to the Planning Board.

Mr. Mallet arrived at 6:52 p.m. Mr. Crowley withdrew his motion and Mr. Bricault withdrew his second. Mr. Rucho asked Mr. Mallet if he knew that the parking spaces at the senior center were not ADA compliant. Mr. Mallet replied no.

Motion Mr. Rucho to not have Mr. DiLuzio go to the Planning Board for approval to keep the parking lot the way it is, second Mr. Crowley, all in favor.

Motion Mr. Crowley that we tell RAC we are not going to accept any of the striping solutions they came up with and we want them to grind, repave and properly stripe the parking lot in accordance with the engineering plans, second Mr. Bricault. Mr. Crowley asked when we grind, repave and remove the berm, we will end up with 42 instead of 46 spots. The same number of spots on top and leave the spots as they are below. Vote on the motion – all in favor. Mr. Rajeshkumar left the meeting at 7:04 p.m.

Invoices: RAC #13 - \$40,134

Motion Mr. Crowley to reject RAC request #13, second by Mr. Bricault, all in favor.

Mr. Rucho questioned what is outstanding besides this \$40,135. Mr. DiLuzio states small things. You have the 100% performance and payment bond. That stays with the project for five years.

c. Outside lighting – Change Order 24, \$726.50

Mr. DiLuzio reports that the lighting is all set and the change order can be cancelled.

d. Gutters leaking in inappropriate spots

Mr. DiLuzio reports that the gutters were fixed yesterday. The puddling in the parking lot is on the agenda for the Planning Board this evening in addition to the as builts. He feels they will reject because it shows the parking striping.

3. Consider approving the following items from the Gift Balance \$16,164.47 (if list is approved the remaining balance will be \$1,292.47)

Ms. Viklund is requesting the following items: tables and chairs \$5,910, umbrellas and stands \$1,200, cushions \$492 for a total of \$7,602. They are catalog prices, commercial grade recycled plastic, heavy weather resistant. She confirmed the size of the shed is 12x24. Mr. Crowley asked if she had measured the items to insure they will all fit in the shed. Mr. Rucho doesn't know how you would determine that without having the furniture. Mr. Hadley reports that it will take four months to get the shed once ordered. Mr. Rucho recommends getting the furniture next spring and then order the shed. They want to make sure that the shed will also fit any outside tools, and other outside games. The furniture will take 6 weeks. We will include it on a January or February FISP agenda. They would also like to purchase a park bench with plaque

Mr. Rucho displayed a photo of the sidewalk that has two pieces of the granite curb broken. Ms. Viklund has had issues with skateboarders. She will be installing signs and she also has her outside cameras.

Mr. Rucho asked if FISP did anything with strategic planning as it is included in our mission. It was agreed that we will include that on the December meeting. Discussion regarding the upcoming school capital requests. They asked for FISP's schedule and indicated that the School Committee meets on the 2<sup>nd</sup> Wednesday of each month. We will schedule the December meeting for Thursday, December 12<sup>th</sup> and invite the School Committee. If they are unable to come in we will go back to our normal day of Wednesday, December 11<sup>th</sup>.

Mr. Hadley thinks the key for strategic planning is the Facilities Manager position. We have discussed a shared position with Berlin, they are interested and will go for funding at the annual town meeting. We already have funding in the budget. The Facilities Manager will review all the buildings and determine the needs. Mr. Bricault would like to discuss whether we piece meal a project or move forward with the actual fix. He will forward the capital list he has. We will also bring the mission statement for FISP to the meeting.

4. Next Meeting- December 12. 2019 if the school is able to join us and if not it will be December 11, 2019.

Motion Mr. Crowley at 7:30 p.m. to adjourn, second by Mr. Rucho, all in favor.

Respectfully submitted,

Approved: December 11, 2019

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Nancy E. Lucier, Town Administrator

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John W. Hadley, Chairman

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Patrick J. Crowley

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Christopher A. Rucho

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Barur Rajeshkumar

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Phil Mallet

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Raymond Bricault