



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

Facilities Implementation & Strategic Planning Cmte. Meeting Minutes

Date / Time / Location of Meeting December 11, 2019; 6:30 p.m.; Board Meeting Room, 140 Worcester Street
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Members Present Christopher A. Rucho John W. Hadley Patrick Crowley Michael Kittredge Raymond Bricault Phil Mallet

Members NOT Present Barur R. Rajeshkumar
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Invited Guests: Chris Herberger RAC Builders
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Mr. Hadley convened the meeting at 6:30 p.m.

- 1.. Approval of Meeting Minutes – November 13, 2019
Motion Mr. Crowley to approve the minutes, second Mr. Bricault, all in favor.
2. Senior Center

RAC discussion about parking lot

Chris Herberger of RAC joined the Board. He reports that there are two issues. The first is puddling by the dumpster and the other is the parking lot line striping. He is working with Amorello to resolve the puddling. They intend to cut out a large section, remove a hump and regrade. That work is scheduled for next week, weather dependent. They need to have temperatures at 35 or above. With regard to the parking lot the lines call for nine feet on center and they vary with some more and some less. They had a major issue with the site contractor who is now off the project. They proposed a credit of \$10,000 to leave it as it. They would have to mill the entire lot and come back in and repave and paint. He would also widen out the islands as he is a little short. Mr. Crowley reports that FISP was told that the berms are in the wrong spot. Mr. Herberger notes that the handicapped spaces are correct, they are 8-ft wide spaces and they have a 6-ft wide loading zone on the side. Mr. Rucho reports that the Project Manager told FISP that those spaces did not meet code. Mr. Herberger states you can have 8-foot wide spaces as long as you have a 6-foot wide loading zone. It was reported that Tony and the RAC foreman took the measurements and they show a little different on the as-builts.

Those show 7'8", 8'3", 7'5" and 6' zone. Mr. Herberger measured them and came up with 8', 8', 8', and 6'.

Mr. Hadley reports that the parking lot is also shorter than it is supposed to be. Mr. Herberger advised that it is 18-24 inches shorter. You can widen the curb and redo the cape cod berm. Middle spaces would have to be extended two feet, one foot on either side. Mr. Herberger advised that this will not get done until this spring and he asked if the town would take a credit for that work. In his opinion, the town would be better off taking a credit as it would take at least one week to do the work. Mr. Hadley would rather see the work done correctly.

Mr. Bricault advised that the town doesn't have a choice other than to do this correctly as the Planning Board will not sign off and the ZBA does not have an option on this. Mr. Crowley reports that at the last meeting FISP was told that the handicapped spots were not ADA compliant and upon hearing that FISP said do not go to the Planning Board. We said if you go to the Planning Board and they sign off on the as-builts we were okay with that, however, we pulled it when we were told that the handicapped spots were not ADA compliant. Mr. Crowley states this is different than what we were told at the last meeting.

Mr. Crowley noted that as a Board, we agreed to let RAC see if they could get the approval. Mr. Herberger stated that the measurement is center line to center line to come up with the measurement and the plan was done either by satellite or by a drone. They vary 2-23 inches at each spot. The nine feet is a town bylaw. RAC proposed if the handicapped spaces meet code they would like to offer a credit. Mr. Mallette's understanding was the Planning Board was adamant that it needs to be built as it was planned.

Motion Mr. Crowley to have RAC verify with Tony that the handicapped spots are ADA compliant and if that is the case ask them to go before the Planning Board to get a variance on the parking lot and get a credit. Mr. Hadley would like to get a price on that. Mr. Crowley noted that if the Planning Board accepts it we do not have to repair it. Mr. Hadley doesn't think the Planning Board can issue a variance. They can do a minor as built change. Mr. Rucho would rather not do anything until we have the answers. Mr. Crowley states nothing will happen until spring. He withdrew his motion.

Mr. Herberger advised that he is going to the Planning Board tonight. He is now the lead until completion of the project. He is here to speak with people and get this resolved and maybe it is a credit or restriping. They are owed \$52,000. They were told that comes from a monetized punch list. They did the majority of those items which include \$25,000 for lawn repair, \$22,500 for play field, \$500 for missing stone pavers, \$10,000 for asbuilts and \$1,000 for the final occupancy certificate. Everything has been completed. They also have a change order in the amount of \$4,500. Out of that list they owe the HVAC plumber for tweaking \$4,500, and Arello landscaping \$25,000. Last month the Board rejected payment #13 in the amount of \$140,134. RAC says the parking lot is a warranty repair issue as it never came up in the punch list inspection. It was after the fact that the monetized punch list was prepared. Mr. Hadley asked how do we get assured that there is enough money to get the parking lot fixed correctly. Mr. Herberger states we own a one-year warranty on the project. Mr. Hadley replies it is not a warranty item it has not been finished. Mr. Rucho states if we had known this earlier we would have held a lot more money back. Mr. Hadley feels if you had to go there and grind and reline it would be a lot more than \$50,000. Mr. Herberger is working with Arello on that. Mr. Mallet asked him to get a hard number from Arello and then return to FISP, breaking down milling, overlay and painting. We were told that the parking lot is not the correct size and the berms were supposed to be on the inside of the parking lot not where they are. Mr. Herberger advised that

the timber guard rail in the parking lot area should be pushed out two feet. Mr. Bricault asked about incremental costs. Mr. Rucho noted that we have a plan that shows what the parking spots are. Mr. Bricault asked RAC to ask the Planning Board if they deem the handicapped spots are fine.

The Parks Commission reports that the drainage ditch area between the stone wall and the street has not been improved. Mr. Herberger was under the impression it was an existing conduit. Mr. Kittredge believes when they put the pipe in they left a little mound.

Discussion of gutter issues – RAC reports that the gutters are flowing and the foreman took out leaves. Mr. Rucho questions how can there be leaves in the gutter when there are no trees near the building. RAC knows there were some seam issues and those were addressed and fixed. We will email Lisa about the gutters to see if there have been any more issues. RAC will provide a hard number from Arello broken out by task.

The puddle in the parking lot will be fixed next week. Mr. Crowley would like Tony to sign off on the parking lot spaces. Another Planning Board outstanding issue is with the bollards that were supposed to be on the back path from Horseshoe to the senior center. Mr. Hadley reports that the DPW Director doesn't want it blocked. We will get clarification from the Director on whether he would like the bollards or not.

Another issue is screening for the neighbors. We need to check to see if they would still like the screening, however, we don't know who to approach. Erick Latorre on Shady Lane did mentioned he would like some screening, however, the Planning Board will need to provide the names of the other neighbors so we know who we need to contact.

Status of evacuation plans. We will email John MacMillan to get an update.

Invoices: Office Resources Invoice #143241 - \$2,023.80

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

School Committee would like a meeting in April or May to discuss facilities

It was agreed to put this on the March agenda

FISP Mission Statement

Mr. Hadley asked if FISP's mission is to build buildings or the needs of buildings. Mr. Mallet feels we need to differentiate between new construction, renovation or maintenance. Mr. Bricault feels we need to discuss setting a financial threshold and when FISP would get involved. Mr. Bricault reports that the CIB would like guidelines from FISP on time lines on the buildings as they are looking at \$700,000 worth of repairs for the next ten years. Mr. Hadley asked about the DPW submittals. Mr. Bricault does not have an updated plan from the DPW. Mr. Hadley thinks the facility manager will give us a better idea of what is going on in the building. Mr. Rucho doesn't think the facility manager will tell us what building needs to be worked on. Mr. Bricault noted that the library asks are all HVAC related and it goes to 2028. Mr. Rucho asked does FISP decide this? Mr. Bricault feels the dilemma of the CIB is do we piece meal this or are we better off just installing a new system. Mr. Rucho feels this is the type of thing the facility manager would do. Mr. Crowley noted that the strategic plan might be a new HVAC system at the library. Mr. Rucho doesn't think FISP would run the project. Mr. Hadley feels the dollar amount is the key. Mr. Hadley feels we need to start with the facilities manager and perhaps coordinator some of the projects with other projects.

Town debt schedule

The debt schedule shows \$102,400 coming off the books in 2024.

Discussion ensued over the final number to use for the borrowing. Mr. Crowley reminded everyone that if we borrow in excess of what we need anything over \$50,000 would have to sit until we had a similar project with the same borrowing time line and then we could apply that excess to that. Any excess under \$50,000 could go towards the principal. We will get the final number from Tony on what has been spent to date and what is outstanding. We will also confirm the date that number has to be provided by. Mr. Rucho would agree to meet earlier should that be needed to get the final numbers. Mr. Bricault questioned what would be the next project for FISP. Mr. Hadley pointed out that the Fire Department report will be ready in a couple of months.

Next meeting will be January 9th at 6:30 unless we need to meet earlier to provide the final number for the senior center borrowing. We will invite the OPM and RAC to that meeting.

Motion Mr. Crowley at 8:00 p.m. to adjourn, second by Mr. Rucho, all in favor.

Respectfully submitted,

Approved: January 9, 2020

Nancy E. Lucier, Town Administrator

John W. Hadley, Chairman

Patrick J. Crowley

Christopher A. Rucho

Barur Rajeshkumar

Phil Mallet

Raymond Bricault