



**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> January 9, 2020; 6:30 p.m.; Board Meeting Room, 140 Worcester Street
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<b>Members Present</b> Christopher A. Rucho John W. Hadley Patrick Crowley Barur R. Rajeshkumar Michael Kittredge Raymond Bricault
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<b>Members NOT Present</b> Phil Mallet
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<b>Invited Guests:</b> Chris Herberger RAC Builders
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Mr. Hadley convened the meeting at 6:30 p.m.

1. Approval of Meeting Minutes - December 11, 2019

Motion Mr. Bricault to approve, second Mr. Rucho. Vote on the motion – Messrs. Hadley, Rucho, Crowley, Kittredge and Bricault yes, Mr. Rajeshkumar abstains as he was not present.

2. Senior Center

a. Parking lot

Chris Herberger of RAC Builders reports that he spoke with Amorello about the issue and he is getting a hard quote for the two areas. The dumpster puddling will cost \$16,700 and the front parking lot will cost \$34,000. The plants open some time in mid-April. They will come in during the beginning of May to complete the work. They would like to get paid for the HVAC change order done after the fact in the amount of \$4,534 and it would leave a balance of \$48,030. For the rear parking lot puddling issue they would rip it up and regrade. The front will be milled out and regraded from island to island. They will change two of the islands and rip out the inside curb of each island. It will then match the site plan and the spaces will be 9-foot center to center. The handicapped spaces on the original drawings called for 12 spaces. They were given a sketch to change to 4. He learned from the Planning Board meeting that the change was never approved. Mr. Hadley reports that the senior center Director indicated that they did not need 12 handicapped spaces. It was agreed to send a letter to the Planning Board asking them if they would have an issue changing the spaces from 12 to 4 handicapped spaces. They have 2 handicapped spaces and 2 van

spaces. We will get that clarified. Mr. Hadley offered to go before the Planning Board to get it straightened out. We will ask Lisa if it is working out and ask the Planning Board to approve the change.

Motion Mr. Rucho to approve the \$4,534 change order, second Mr. Kittredge, all in favor. We have a balance outstanding of \$48,030.

b. Gutter issues

Chris Herberger reports that the subcontractor will be out next week to look at them. Mr. Rucho displayed a video of he took of the gutters right after the leaves were cleared out and water was pouring over the top of the gutters. Mr. Herberger will look into it. Mr. Hadley questioned whether the gutters should be long straight runs as opposed to the seamed ones they used. He pointed out that you can see where the seams are leaking.

c. Drainage ditch area between stone wall and street

Chris Herberger reports that on August 2019 the note on the culvert says recommend accepting as is. This is not part of the project scope and it should be addressed by the Town. Ms. Lucier reports a few weeks ago Steve Blake mentioned that it had not yet been fixed and it was filled in by the contractor. Mr. Hadley noted that both the OPM and the Architect mentioned that it was okay. The DPW Director will be asked to visit the location and report back on the condition.

Mr. Herberger voiced concern that as they go forward with the project they would like something in writing that once it is done that they will be paid in full at that time. Their other concern is the Planning Board as the project is not going to be per the original drawings. The islands will be a little smaller. Mr. Rajeshkumar suggested that before they do anything they should go before the Planning Board and let them know. RAC will give us a drawing on what they are going to do and the size of the islands. Mr. Crowley would have no issue drafting a letter signed by the Chairman that they will be paid in full once the parking lot is all redone.

Motion Mr. Crowley to draft a letter that says RAC will be paid in full once we accept the redone parking lot, second Mr. Bricault. It was noted that the gutters are a warranty issue. Mr. Rucho voiced concern about such a letter and he suggested getting an opinion from town counsel on how to draft such a letter.

Motion Mr. Crowley upon approval of town counsel, we will draft a letter that says RAC will be paid in full once we accept the redone parking lot, second Mr. Hadley. Vote on the motion – Messrs. Hadley, Crowley, Kittredge and Bricault yes; Messrs. Rucho and Rajeshkumar no.

d. Neighbor screening

The screening is the responsibility of the town. The neighbors at 20 and 24 Shady Lane have both requested screening. Discussion as to what should be planted and the general consensus was eight-foot arborvitae which are about \$100 each.

e. Final number for borrowing

Messrs. Hadley and Rucho met with Tony. We have \$86,000 available, of which \$48,000 of that is for RAC. Tony recommends going with \$5,650,000 and leave us \$40,000 not used. Spent or committed is \$5,646,138.10.

Motion Mr. Crowley to recommend to the Selectboard a final number to borrow of \$5,650,000, second Mr. Rucho. This brings us \$40,000 under budget. Mr. Bricault thinks we need the extra cushion for the gutters. Mr. Crowley noted that if the gutters are an issue

and they need a redesign we could do it within the operating budget repair and maintenance line item of \$9,000. Vote on the motion – all in favor. Ms. Lucier noted that if we borrow excess funds they would go towards debt service costs, not principal per the Town Accountant. It does not work like a pay down on your mortgage.

4. Invoices:

- a. Connor Sign & Graphics Inv #151213, \$211.00  
Motion Mr. Rucho to approve, second Mr. Crowley, all in favor

5. Other Updates and Items Not Reasonably Anticipated At Time of Posting

- 6. Next Meeting will be Wednesday, February 12<sup>th</sup> and if needed it could be cancelled. We will get an update on the Fire Department deficiency study project.

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

Respectfully submitted,

Approved: February 19, 2020

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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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Michael J. Kittredge

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Raymond Bricault