



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

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WEST BOYLSTON, MA**

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

**Date / Time / Location of Meeting**  
February 19, 2020; 5:45 p.m.;  
Board Meeting Room, 140  
Worcester Street

**Members Present**  
Christopher A. Rucho  
John W. Hadley  
Patrick Crowley  
Michael Kittredge

**Members NOT Present**  
Raymond Bricault  
Phil Mallet  
Barur R. Rajeshkumar

**Invited Guests:**

Mr. Hadley convened the meeting at 6:30 p.m.

**1. Approval of Meeting Minutes - January 9, 2020**

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

**2. Senior Center outstanding issues**

Parking lot – the parking lot is scheduled to be redone during the first two weeks of May once the plants open. RAC reports that the parking spaces along the ball field will be able to remain open. Once work begins they will install traffic barriers and caution tape to delineate their work area and keep pedestrians away from the construction. Pedestrians will have access into the building via the front door and they will install temporary signs as needed to inform visitors of this. They will coordinate the work with the town and the senior center. Ms. Viklund advised that she has a program scheduled for May 7<sup>th</sup> and has a large number of people attending. She had hoped that they could put this off until after May 14<sup>th</sup>. It was agreed that we will reach out to RAC to see how long the paving will take for the redo the back section near the dumpster and the main area in front of the main door.

Gutters – the gutter on the down spout was missing. Ms. Viklund believes having a gutter at that location will help, however, she feels the amount of water coming off that one spot will be an issue. There are three gables coming into one 11-foot section. One of the suggestion was to put up a diverter to push the water back. Mr. Rucho pointed out that the negative is the water coming of the roof is already staining the roof. Ms. Vicklund reports that there is also an issue with the HVAC.

They have the part for the new shaft/bearings/and wheels but when they opened it up they found something else going on and they need to order another part which will not be in until April 30<sup>th</sup>. It is all under warranty, they are working it, and it will be taken care of. Ms. Viklund also reports that the air collecting in the unit is not going through the filters and they get dust and dirt. They are coming up with a temporary solution for air quality and according to New England Mechanical, whoever did the initial install did not do it correctly.

3. Invoices:

Office Resources Inv. #144596, \$10,056.32

This invoice covers the cost of the dining room tables and there is no increase in pricing from the original quote. Ms. Viklund reports that they are happy with the tables and they are very easy to take care of.

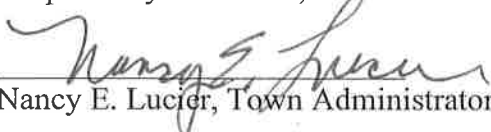
Motion Mr. Rucho to approve payment of the invoice, second Mr. Crowley, all in favor.

4. Next Meeting will be Wednesday, March 11<sup>th</sup> at 6:30 p.m.

Ms. Viklund would like to finalize the patio furniture needs at the next FISP meeting.


Motion Mr. Crowley at 5:55 p.m. to adjourn, second by Mr. Rucho, all in favor.

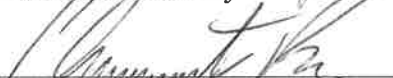
Respectfully submitted,

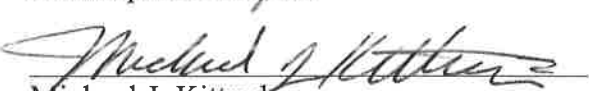
  
Nancy E. Lucier, Town Administrator

Approved: March 11, 2020

  
John W. Hadley, Chairman

  
Patrick J. Crowley

  
Christopher A. Rucho

  
Michael J. Kittredge