

**Meeting Minutes West Boylston
Facility Implementation and Strategic Planning Committee
3-25-2015**

Attendance: Kevin McCormick, John Hadley, Christopher Rucho, Siobhan Bohnson, Carol McGuiggan, Ray Bricault, Jay Dugan

Absent: John DiPietro, Marcia Cairns

Meeting was called to order at 7:09 PM by Chair, John Hadley.

Mr. McCormick made a motion to approve the minutes of 1-28-15, seconded by Mr. Rucho. All in favor.

Discussion of the senior center

Mr. Hadley announced that Bethlehem Bible Church is generally agreeable to the terms from the Town. The proposed purchase price is \$990,000. Mr. Hadley requested that the Town begin the process of property inspections. Mr. Gaumond offered to investigate the inspection done on the new Town Hall and report back. Motion by Mr. McCormick to seek an inspection of the BBC upon signing of the Purchase & sale by the BBC. Seconded by Ms. Bohnson. All in favor. Mr. Gaumond was asked to send the draft purchase & sale to the FISP members for their review and comment.

Ms. McGuiggan reported that she is working on a draft PowerPoint presentation for the town based upon the Three Rivers Building presentation. She is close to completion and wanted to know when we should begin and when should it be advertised? Mr. Hadley prefers to wait until the inspections are completed so we can answer the questions about this. Mr. Gaumond pointed out the presentation doesn't need to be perfect as it will become perfected as more questions are raised in the process. Ms. Bohnson reminded the FISP to refer to this as a community center and to involve recreation as well. Mr. Bricault asked about the time line for this. Mr. Hadley says that we need to know all the costs for the project. Mr. Rucho agreed we need a timeline and Mr. McCormick thought this was occurring in the Summer.

Proposed timeline: Mr. Gaumond will send the Purchase & Sale to Town Counsel for final review and FISP for comment. On March 30th, he will send it to the BBC for execution. Then Mr. Gaumond will work to get the inspection done. FISP will begin the public meetings in June. FISP will schedule a Special Town Meeting in July with a vote after that. The FISP seemed agreeable to this proposed timeline.

Mr. Gaumond will find the schedule for the public meetings from the last time and will send the debt exclusion explanation to the COA and FISP. He will also send the existing lease to the FISP as well.

Mr. Bricault asked what our approach is if we find something wrong with the building. He also asked about outstanding issues such as the renovations which might be needed, use of the building and exterior issues such as the parking lot. Mr. McCormick responded by stating that the building would

serve as a senior center, recreation center and will be used by non-profits groups as well. Judge Curren commented that this is primarily a senior center and feels it should be sold as such. Ms. Clarey asked Mr. Bricault about FinCom's feelings about the project. Mr. Bricault stated that FinCom is still awaiting specific financial information and hasn't voted as of yet.

Discussion of the Police Station

The Facilities Committee was joined by Chief Minnich with a draft floor plan. Mr. Dugan and Chief Minnich met with Paul Lieneck and have decreased the overall space of the building. They are proposing a car port as opposed to the garages. They have changed the communication center to a much smaller area due to the impending regional dispatch. There is a half-basement which also decreases the footprint and provides for storage. They also decreased the number of bathrooms. Mr. Rucho asked about station monitoring after hours which the Chief explained. Mr. Dugan explained the booking procedures of the department and transport of arrestees.

The revised floor plan calls for roughly 6136 square feet on the 1st floor and roughly 2648 square feet on the 2nd floor. The cost of the entire project is about \$2.7 million of which \$2.4 million is estimated to be construction. There was general agreement for the plan.

Mr. Gaumond announced that he and Chief Minnich and Mr. Dugan met to discuss draft operational costs for the new police station. He would include \$9,900 for building maintenance, \$1500 for additional supplies, \$2000 for insurance, roughly \$9000 for custodial services, \$32,000 for utilities, and \$500 for groundskeeping for a total of \$54,900.

There was a general discussion about a timetable to move forward with the architectural drawings. We will need at least one public meeting and schedule a TV show to inform the residents. Perhaps create a Power Point presentation. Mr. Gaumond will send the PowerPoint presentation on the Three Rivers Building to Mr. Dugan.

Mr. Gaumond is to request tax impact statements on \$2.5 million from Mike Daley. FISP has asked for two dates for presentations to the public: April 29th at 6:00 p.m. and May 9th at 10:00 a.m. Mr. Dugan and Mr. Hadley agreed to work on the presentation together.

The next meeting of the FISP will be 4-29-15 at 7:00 p.m.

Motion to adjourn at 8:20 p.m. by Ms. Bohannon, seconded by Mr. Dugan. All in favor.