

Special Meeting Minutes
Academy School Community Design Center
March 26, 2019
Subject to Approval

Meeting Time: 3:00 p.m.

Meeting Place: Town Campus, Room A, Campus Drive

Members Present:

- Chair William Stableford
- Catherine Flynn-Donovan
- Gus Horvath
- John-Michael Parker
- Dick Passero

Others Present:

- Al Goldberg, Board of Selectman
- Mark Sklenka and Felicia Smith, Colliers
- Tom Arcari, QA+M Architects

Call to Order:

The meeting was called to order at 3:05 PM

1. Approval of Minutes of 3/12, 3/14, and 3/19 meetings

- a. Motion to approve minutes of March 12
 - i. 1st Gus Horvath
 - ii. 2nd Catherine Flynn-Donovan
 - iii. Unanimously approved
- b. Motion to approve minutes of March 14
 - i. 1st Dick Passero
 - ii. 2nd Gus Horvath
 - iii. Unanimously approved
- c. Motion to approve minutes of March 19
 - i. 1st: Catherine Flynn-Donovan
 - ii. 2nd: Gus Horvath
 - iii. Unanimously approved

2. Discuss public comments heard at the March 21 Public Hearing

- a. Al Goldberg shared that he updated the BoS, and they are discussing whether or not to cancel the April 1 meeting (might be unnecessary); additional discussion about April 8 meeting, which we will prepare for
- b. Roz Cama shared an overview of public hearing comments: lots of affirmation, personal requests, cautioned need to be careful about what is presented re:

setting expectations, validity of questionnaire, one comment about parking and septic, process

- c. Mark Sklenka added: question about connecting Academy to downtown, two comments about food (don't compete with local food businesses, more food options)
- d. Gus Horvath noted that "space for opportunity" is a good framing
- e. Tom Arcari noted that there were some comments about the timeframe and the rush of it; however, he noted that the process that we followed has completed all the steps of processes his company has used in other community centers
- f. Al Goldberg noted that there was some confusion around nomenclature re: on-street vs off-street parking; also confusion around what first floor means (vs bottom)

3. Discuss and take action on a decision to contact the Neighborhood Music School

- a. Roz Cama notes there are other orgs in this same category that we might also reach out to
- b. Agreement that we won't do this now, though can list other orgs like this that might be reached out to

4. Consider other possible consultations

- a. Grace McFadden (after coordinating with Kate Klein), sharing that it would be possible to engage teens in the center even if there is not designated "teen space"; noting there might be need for a more professional/educational use of the space, as opposed to strictly recreational/entertainment. She strongly made the point that there is a need for informal, communal space where teens and others can meet, do projects, and share experiences.
- b. Dylan Cancelliere commented that it would be nice to have transportation to the community center from school for kids that might not otherwise be able to get there
- c. Roz Cama noted that there are some real architectural "gifts" in this space, like lots of light, big corridors, etc.—things that don't happen today

5. Report from and discussion with architect firm QA+M – Tom Arcari

- a. Nothing new to report; at this point, Tom Arcari considers the concept phase to be complete

6. Report from and discussion with Colliers

- a. Continuing to build total project budget
- b. Bill Stableford noted that it would be helpful to get some detail within the budget, not just one final number
- c. Mark Sklenka notes there are seven major categories:
 - i. Building Construction (physical building)
 - ii. Related Construction (site work, septic, hazardous material abatement)

- iii. Furniture, Fixtures, and Equipment (loose tables, chairs, monitors, file cabinets, etc.)
- iv. Fees (architect, hazmat consultant, geotechnical engineer, surveyor, OPM, etc.)
- v. Expenses (legal costs, advertisement costs, moving costs, etc.)
- vi. Contingency (9% was used in this case)
- vii. Escalation (given that this project is slated to be built in 2021; delaying longer than that would cost even more)
- d. Initial operational costs: energy consumption (utilities) including gas and oil are likely \$100K - \$150K; will continue to look into other operational costs
- e. Starting to look into rebates or incentives; Eversource has a number of initiatives to be considered

7. Discuss and take action on preparing a final report to the BOS

- a. Timeline: meeting scheduled Thurs 3/28 at 4 PM; Tues 4/2 at 3 PM; there is a possibility for a meeting on Thursday 4/4, though it is not fully scheduled
- b. Bill Stableford notes that we should have the end of the meeting on 4/4 as our final deadline for our report
- c. Al Goldberg shares that the report: is a document suitable for Selectman and public; less on process and more on conclusions; great to list people we've talked with and meetings held; what the public is interested in most is our conclusions (and this should be the lede); a page or two is fine; the more general the better
- d. Dick Passero notes that we should caution against being too brief so as to ensure we get public support, and really focus on providing a public record. Moreover, he notes that he believes if our report is too brief, it will probably not indicate the significance of what we have accomplished and not provide the BOS with the necessary impetus to make a decision. Also, he notes that he thinks the report should show the public that we have made substantial progress toward a solution to the Academy school as a community center.
- e. Felicia Smith notes that it's important to separate Findings from Recommendations, so that we can keep recommendations as broad as necessary, and not necessarily get behind a given "finding" (e.g. 20,000 sq ft for EDC)
- f. Draft outline
 - i. Executive Summary
 - ii. List our original charge
 - iii. List meetings / activities to date
 - iv. List sources of public information
 - v. Summarize and prioritize findings / input from the public
 - 1. Note Findings vs Conclusions vs Recommendations
- g. On Thursday March 28 we will continue to work on this outline

8. Public Comment

- a. Terry VandenDolder asked if it was possible to amend the building's conceptual design to include the elevator shaft to have access to the roof of the building and what the additional cost might be to do so. She asked this because it seemed obvious that there was a call for even more space by the many parties interested in using the Academy building than the entire interior of the building provided. To extend the elevator shaft at a later time if one were already constructed (but which stopped sort of the would be very difficult and very expensive. Tom Acari said yes, it is indeed possible to have the elevator & shaft be built with roof access, but that in order to have full use of the roof space outside of normal roof maintenance, they would need to look into the structural capabilities of weight-bearing on the roof and the Historical Society would need to be consulted as well. Marc Sklenka from Colliers estimated it would cost approximately \$100,000 to bring the elevator access to roof level and to have 2 points of egress from the roof, as the architect Tom Acari stated is necessary by code, but this figure was something he pulled off the top of his head without really having the time to review the actual cost estimate.

9. Motion to Adjourn at 4:52 PM

- a. Motion: Gus Horvath
- b. Second: Catherine Flynn-Donovan
- c. Unanimously approved
 - i. Note, Roz Cama and John-Michael Parker had left by that point and did not vote

Respectfully submitted,
John-Michael Parker