

Town of Kingston
Senior Center Building Committee
May 7, 2008
Meeting Minutes

1. The Meeting was opened by Chairman Paul Gallagher at 7:10 pm. All Members were present; namely, Paul, Muriel Boyce, Phil Burnham, Jack Burrey, Dave Colter, Linda Felix, and Ron Gleason. Also present was Bruce Bird, a member of the COA Board.

2. Paul opened the discussion by commenting on some bills he has received from the BSC Group, (Renny Chapman), for work done by them between the period of January 11th and April 14th, 2008. He mentioned that two of the amounts were \$7,821.16 and the other was \$1,306.93 for a total of \$9,127.69. Paul went on to say that we had talked about an earlier estimate of work done and it was thought to have been in the neighborhood of \$4,500. It was thought that while that may have included their first site walk, it may have not included the work on the ANRAD and these bills may include that.

3. Paul didn't wish to discuss further tonight these bills until we confirmed the original estimate of \$4,500 and what that covered and the things that were covered under the above two amounts totaling the \$9,000+. Paul went on to say that he has had numerous calls from Renny Chapman on the subject of costs/bills, one being only yesterday, and also discussing with him the building itself, where it is going, and any changes thereto and he told Renny that he would call him on Thursday after tonight's meeting and let him know exactly where this whole project stands as of now. Renny went on to say that there have been some new State mandated changes that we now cannot use pervious pavements on this site to adhere to a 100 foot buffer zone from a vernal pool.

4. Paul continued that because of some of these roadblocks and prior ones that have gotten in our way to moving ahead as fast as we might like, and even as early as only a week or two ago at the COA Election Candidates' Day at one of their luncheons, Paul stressed to that audience that while we could have given up with all that was facing us in a negative way, even after 3 years, we never even thought of giving up and we well could have with all the roadblocks popping up in our way. And we need to get that word out to the Seniors, that in spite of all the negativity we have encountered in our pursuit of a new Senior Center, we continue in that pursuit when a much easier path could have been to just stay where we are

today at the Reed Building but there are 7 members of this Committee and a Secretary who are determined to see this through to completion. Some changes may have to be made and those will be considered in light of some of the new State laws that are in place now. One request we had to consider very seriously was received from now Fire Chief Heath that was based on a very definite complete access to a right of way in, around, and out at any given time and that request was received and taken seriously to comply in all respects. And it has contributed for us to revisit the original site plans but it is something that turned out to be something that is easier said than done with the original site plans.

5. With this in mind, Paul stated that Jack Burrey has developed some new site plans after some informal discussions with other Town Departments that will be involved in this project. At this point, Paul turned the meeting over to Jack Burrey, Vice Chairman, to discuss a new site plans he has developed based on updated information (ANRAD) we now have that was not available to us priorly and has been redesigned to reflect previous discussions with Fire Chief Heath. Ron Gleason stated here that it is like a “story of going forward, all because none of us want to give up”.

6. Jack passed around a copy of the redesigned site plan mentioned above and then uncovered some very elaborate, color coded, plans denoting different areas for different purposes and then the actual site of the building itself, and how it would be placed on the land we have to work with now. The Committee must keep in mind that as we work with the Conservation Committee on this project, Town and State regulations must govern what they must adhere to as they work with us in making these new plans work on the land available; parking, drainage, and any vernal pool involvement. Jack went on to say that these discussions of the big picture are just conceptual of how we could use these new plans rather than the old and what would be done to accommodate any changes. Paul didn't want anyone leaving tonight's meeting thinking these plans that Jack was presenting were anything but conceptual and stressed that point.

7. Jack went on and now showed some much more detailed plans involving two different schemes as to how each could be done to get us to an approval point from the Conservation Commission and parts of the new plans are based on what we learned after having received approval of the ANRAD we submitted earlier this Spring. There was a great deal of discussions and many questions

asked of Jack in explaining how these plans avoided a lot of the problems we had with the other plans regarding such things as a 25 ft. buffer for some things, the lay of the land in certain areas and the possible changes to the building itself in size and the placing of it on the land, different from the prior plans, as well as parking and perhaps moving the building enough to bring it closer to visually make it seem more a part of the present Municipal Complex and further away from the Animal Control Office, or actually moving the Animal Control Office, which is something that may come up for discussion as well, but in this first display of plans we would stay pretty much on the land as before. We would have to pay to move the Animal Control and hopefully get both them and the Highway Department to agree to this change through some lengthy discussions. But Jack did think that the Conservation Commission would buy into this new layout. Another good point would be that we might have as many as 89 parking spaces.

8. Dave Colter thought we would have one big problem with moving the Animal Control Office. Sewerage presently flows into the Highway Department system and if we moved them that could become a problem for the Animal Control, especially getting rid of the animal waste. Paul interjected that this discussion right now is just to see if conceptually the Senior Center Building itself would fit the parameters of the lot and other obstacles that need to be overcome, with or without moving the Animal Control, which, if need be, could be discussed later. Muriel mentioned that there are sewerage problems at the Animal Control now. Linda asked if the picture on his plans was the same size building as now and Jack said it is.

9. Ron Gleason mentioned that he had talked with Paul Basler and Paul does have problems with the location of the fence around the Animal Control as described in Jack's first new plan and could be a problem and Ron thinks moving the Animal Control to accommodate the Senior Center Building is like taking one step forward and two steps back and he would be against any site plan that would involve this. He would agree with these plans if we did not move the Animal Control building further back on the lot. The sewer issue and pumps could be worked out but his main objection is that we are throwing good money after bad - \$160,000 - and we should be looking at other things to solve this problem. Dave mentioned the fact of do we have enough money to do a Senior Center, never mind moving the Animal Control Center as well. Paul interjected that if you need 2 acres to build a Senior Center and in order to get that 2 acres you need to move the

Animal Control building, then that is what you need to do. In other words, if it comes down to moving the Animal Control building or there's no Senior Center, then there's really no choice, but to move the Animal Control building.

10. Jack suggested a possible plan to reduce the size of the Senior Center by 1,500 sq. ft. Linda and Muriel then brought up some of the dimensions of the building and its rooms and they both thought some of these changes were going to end up way too small for the activities that will be going on and they were comparing it to the Duxbury and Plymouth COA's but Paul said we only have so much money and right now we don't even have a Senior Center and a little smaller is better than none at all. And regardless if you are going to grow out of it, you can't do what you don't have the money to do it to that degree. Linda would like for some of the members to come and see what Plymouth is like and one of the things that is really needed are movable partitions to make any particular room bigger or smaller as the need might be. And again, Paul mentioned that with all the new State mandates that Renny Chapman mentioned, more money will have to be spent to comply to these new rules and regulations. Paul also stated that while we might have access to \$3 million dollars, we do not have to spend \$3 million dollars. And we are not talking "tiny" at all. Linda continued that visiting Plymouth would really show the members what is really needed to make a Senior Center workable. Paul went on to say if we built what we want instead of what we need, it would cost us \$6 million dollars and that just can't be. Both Linda and Muriel were concerned that the building appears to be getting smaller and smaller.

11. At this point, Jack brought up the second set of plans, and the parking spaces would be at a level of 73 cars. The building fits better - it is up closer to Evergreen Street. The building would act like a retaining wall because of its location on the land. We would need some give and take from the Cons.Comm. people too. Paul interjected that he and the BSC Group went for a walk with the Cons.Comm. people and he said that there was a discussion on filling in on some parts of this location and Cons.Comm. said ok but now they say they never said that. Further discussion pursued on this location vs. the other among the Members.

12. Ron Gleason then stated that he and Jack have been collaborating on these

plans and projections to try and get this thing moving forward and thanked Jack for doing all this work and he kind of likes what he sees in the second suggested set of plans. Much shorter walk from the parking lots to the building, the Fire Department's requests have to be and are being followed as they requested, and we still will have our own sewerage hook-up. The Fire Department turn around circle was discussed as still necessary and it was pointed out that it is and it will stay as shown on the plans. Jack commented that this plan would cost less money and really does work much better without cutting back on the building. But there are drainage problems and the grading will put the building up much higher on the land. The first plans are visually closer to the Municipal Complex whereas this is not but is closer to the Animal Control building. Paul likes the first one because of it being closer to the Municipal complex and also not so close to the Animal Control building.

13. Jack wanted to cover some of the internal changes in the building that would evolve and pointed out some of the changes to some of the areas; namely, Employee/Administrative Offices, Arts and Crafts, computer rooms, water closets, and mentions room for expansion. We have taken another jog out of the building; we are taking out about 1,500 sq. ft, which includes both the upstairs and downstairs, which brings us back to the original planned footage of 10,000 sq. ft. and with this savings, about \$250,000, we would have enough money to move the Animal Control building, pay Renny Chapman's present invoices, and pay some other bills. Paul commented that \$1.2 million of the \$3.0 million is in our tax bills now but the \$1.8 million has not yet been borrowed and is not in our tax bills yet either. And every year, everything is getting more expensive and everyone needs to realize that this Committee is working very hard to get this going forward, sooner than later. A discussion followed that it is not our fault that we are now in a very high cost of living mode and everything is costing more and more, particularly on certain individual materials in the construction/building market. Paul went on to say that we need to get the word out that this Committee is working hard to build the best building for the money we have even if it means making some cut backs, for if we want to hold out for the present Catlin plans which will probably cost \$6 million before we're through, then we might as well walk away from the project for it just can't happen in this present economy and the public needs to know that we are working hard to make it work, and all of us want to see it built and we can, by following a give and take method and not build the very best there is to build but by building what we can afford to build with the

money we have. It was brought out that we don't have any other choices at this time. We don't even have another piece of land to go to, which is the main ingredient of this whole project. Ron Gleason stated that while changes are being suggested, we haven't laid out any rooms yet as to what is going where. Ron asked to continue by reading from some ideas he has put to paper as to how we can proceed and again thanked Jack for what he has put together to get us to this point of being in a position to truly move ahead with what we have available to us. As Paul said earlier, if we reach too high, we will end up with nothing and what we are here tonight for is to discuss the best way to move forward. But we have to live within our means. Certain classrooms will not be designated for just one activity as numbers of people change for each activity and the time assigned for these activities are not necessarily at the same time of day. Linda just asked if at some point they could visit the Plymouth COA , thinking this would be helpful.

14. At this point, Ron read some important points that he had written down and wanted to share them with the Committee. He stated, there is no doubt that we need to move forward on this project. Everyone should have a clear understanding of the amounts of money we have spent both for the Architect and the BSC Engineering Group. As well as the amounts due the BSC Group, two invoices and the projected Site Engineering costs. And he felt that it was safe to say, that we all want to build a Senior Center. To go forward, we must have an open, honest, and frank meeting tonight—and that did take place this evening. We also need to file a "Notice of Intent" to the Conservation Committee as soon as possible and, to do that, the discussion tonight must stay focused on placing the building footprint on the site in a manner that the Conservation Committee can accept. Let's be realistic, move forward and get this project going and what Jack has showed us does do that. He continued by listing "changes to the proposed building to make construction possible." and they are:

1. reduce footprint of building to allow it to fit on the lot,
2. redesign roof structure, remove mustache windows, make entire roof more like a typical New England building,
3. use alternates in the bid: a) folding partitions, b) fireplace,
4. rework areas at elevator, stairs, rest rooms, and Administration; make better use of the space,
5. bid the second level rooms as alternates, framed only; this would give us a true cost and determine if we can build a new Center.

6. bid the elevator as an alternate,
7. bid the second level HVAC as an alternate, and
8. bid the second level Electrical and Plumbing as an alternate.

This is how Ron envisions our being able to move forward on this project by following these possible alternates in the bidding process.

15. Linda Felix made comment on the use of folding partitions as an alternate in the bid. They are very important and that is something she would like some of the Committee members to see the many uses of them by visiting the Plymouth COA and how useful they are to opening up or closing down the size of a room for certain functions. A question came up as to where the elderly and/or handicapped would be provided for in case of a fire if the elevator to the second floor was bid as an alternate. Jack stated that there is a special place these people will be held in this type of an emergency for the elevators become unavailable only to emergency personnel and then they provide for the evacuation of those needing help.

16 Paul mentioned that once we get a shovel in the ground, he is hoping that what happened at St. Joseph's Church in their fund raising efforts for their new community center, and that was, while they didn't make their goal, as soon as the building started to take shape, many more donations started coming in and Paul is convinced that that very same pattern will take place once people see that the proposed Senior Center is actually in the building stages. Ron added that they were able to get it built by alternating on the finish work of the second floor to just a rough, open studded finish but the building did open with what money they had and then with the additional donations coming in will be able to do more finish work.

17. At this point in the discussions, Paul proposed that we perhaps make a formal Motion to approach the Conservation Commission with Jack's new site plans. Ron mentioned that he had seen Maureen earlier and she agreed that she would be willing to meet with one or two of the members to see just what we are thinking of proposing. The following **Motion was formally made by Paul Gallagher** to have Jack and Ron meet informally with Maureen Thomas, Conservation Agent, approaching her with Jack's new site plans and our position of going with his Site Plan #2, how we would be moving the building on the lot, further up and toward

the Evergreen Street side of present lot (south), making it more visibly associated with the present Municipal Complex site, all for the purpose of sharing these plans to see if she thought it would be possible for the Conservation Commission to continue to work with us on going forward **and this Motion was seconded by Phil Burnham and it was so Voted by all, having a total membership present.**

18. Paul asked Jack and Ron to try to do this within the next week and it was agreed that the **Committee would meet again next Wednesday, May 14th, 2008, in Room 202, at 7:00 pm.** Hopefully they will have met with Maureen by then. We will still meet on the 14th and may be again on the 21st.

19. Ron Gleason mentioned that if we get turned down on this, we will be facing serious problems moving forward. Jack mentioned that he will be reworking some of the encroachment that now exists by where we want to put the building. Ron mentioned his suggested "alternate listing" should be put in good order before we put it out for cost so we will know just how much money we are talking about before we get to the final actual cost from the Contractors. We need to line up John Catlin, the Town Administrator, the BSC Engineers and Goscon to get this to move ahead. We also need to think of things like furniture and other equipment in the final cost for the project, which have not been budgeted for as of yet and we may have to buy those things with money we have available to us now. Ron emphasized again that while this is the first night we have really talked about individual costs for different things, there is no doubt that when we put this out to bid, we do need our list of alternates and be sure they are taken in the order of importance to us, cost-wise.

20. Linda brought up the 3 lots being developed a little further up on Evergreen Street and how close the development might end up to the Senior Center. It was mentioned that there is so many blueberry patches up there, they won't be near us at all.

21. Ron also mentioned that we still need to keep in mind the necessity to do a **Notice of Intent** to move forward on the project to the Conservation Commission just as soon as possible after we have all the necessary information for completion of the paper work.

22. Paul stated that he will be calling Renny Chapman and advise him of what we

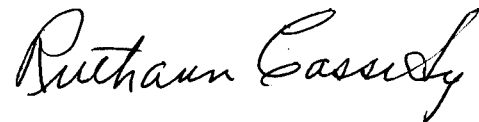
are working on to move forward on the whole project, one thing being that we might be moving the building on the lot to make it fit better under some of the new State Rules and Regulations and we will be in touch again when we know more about just what we are doing and how; and we will be going over the 3 bills he has submitted at our next meeting on the 14th. At some point we will also be discussing his letter to Kevin Donovan detailing their submission of their proposal for civil engineering, landscape architecture and permitting services relative to the Senior Center site design.

23. A **Motion** was made by **Phil Burnham** and **seconded** by **Muriel Boyce** to approve the Minutes of the Meeting of February 19, 2008. A separate Notice on the cancellation of the ~~May 7th~~ ^{APRIL 24th - PAC} Meeting for lack of a quorum was also submitted to the Town Clerk and the Selectmen's Office.

24. Everyone thanked Jack Burrey for all his work that was so needed to get us back on track to move ahead on this project and get us to a necessary point that we needed to be at for tonight's meeting.

25. There being no other business to come before the Meeting, a **Motion** was made by **Phil Burnham** and **seconded** by **Linda Felix** to close the meeting, it being 8:30 pm.

Respectfully submitted,



Ruthann Cassidy, Secretary