

Town of Kingston
Senior Center Building Committee
Meeting Minutes
March 11, 2009

1. The meeting was opened by Chairman Paul Gallagher at 7:05 pm. in Room 202 in Town Hall. Other members present were Phil Burnham, Jack Burrey, Dave Colter, and Ron Gleason. Absent were Muriel Boyce and Linda Felix.
2. Paul opened the meeting by giving an update on progress that has transpired since our last meeting held on January 14, 2009. Paul said how at one of the Conservation Commission Meetings held last month, that he and Ron attended, discussions centered around additional information still under discussion with the Conservation Commission's Consultant on the NOI and additional information needed regarding Mitigation matters in and around the Senior Center site, especially way up beyond where the Highway building is and over to the left and quite near the Railroad Tracks where there are a great deal of wetlands.
3. Paul knew of no plans for Engineering work to be done in and around there but Paul had received an e-mail from John Catlin requesting additional service fees to provide plans and documentation for the Mitigation and Replication to resolve this issue for final documentation and bidding. Catlin was requesting additional fees of \$5,500 for Prime Engineering for services in this regard as well as a fee of \$950 for Catlin Architecture involvement, for a total of \$6,450. **(See copy of e-mail from Catlin to Gallagher and then Gallagher to Catlin attached for additional information.)**
4. After further discussion on this matter with the other members present, Paul did state that we have made some very extensive progress with the Conservation Commission over the last couple of months and the above information may definitely help us to continue to move forward.
5. At this point, Ron Gleason mentioned that there was another meeting this coming Tuesday, March 17th, and there was a Senior Center discussion scheduled for 8:30 that evening. Ron handed out to the Members a "Buffer Zone Replication Plan for the Senior Center Site" done by Prime Engineering dated March 4, 2009 showing "General Replication Notes", Vegetated Wetlands' area, and a Planting Schedule for the Senior Center Lot itself, all of which showed the

Ron1

From: <longview1@comcast.net>
Date: Friday, February 27, 2009 11:38 AM
To: "John Catlin" <jcatlin@jcaarch.com>
Cc: "Heidi Sokol" <HSokol@jcaarch.com>; "Ron Gleason" <rgleason@comcast.net>
Subject: Re: Kingston - Additional Services - DPW replication

I'd like to authorize this work to be done as soon as possible. We do hav a scheduled meeting on uesday I believe with Conscom. Could you see if Prime will be ready for that?

Paul

----- Original Message -----

From: "John Catlin" <jcatlin@jcaarch.com>
To: "Paul Gallagher" <Longview1@comcast.net>, "Ron Gleason" <rgleason@comcast.net>
Cc: "Heidi Sokol" <HSokol@jcaarch.com>
Sent: Wednesday, February 25, 2009 9:53:52 AM GMT -05:00 US/Canada Eastern
Subject: Kingston - Additional Services - DPW replication

Paul

Per our discussion after the last ComCon hearing where the Commission is requiring the Town to resolve a wetlands issue behind the DPW shed where evidently the DPW folks have been disturbing a vernal pool area, our engineers have proposed the following additional services to provide plans and documentation for the mitigation and replication to resolve this issue and get the senior center on track for final documentation and bidding.

Additional Service Fees: Wetland Mitigation/Replication on Town owned property adjacent to the DPW facility

Prime Engineering: Services including site visits, ConCom hearings, plans and related documentation

Fee: \$5,500

Catlin Architecture: Supporting efforts for the Wetland Mitigation/Replication

Fee: \$950

Total additional services fee request: \$6,450.

Although these fees were unexpected as well as the additional costs to raise the site up approximately 3 feet and provide a more comprehensive water infiltration system, the good news is that public construction costs are decreasing and are expected to bottom out in April/May which is the time we hope to get the bid package out onto the street.

Please get back to me as soon as possible as possible with approvals so we can meet the March meeting's deadline.

Regards

John

John Catlin, AIA
 Catlin Architecture

3/11/2009

Approved: \$11,065.60

(20% addtl design development balance 60%)

Catlin
Architecture

November 24, 2008
Catlin Architecture Project # 28005
Invoice # 28005-4

Mr. Paul Gallagher
Chairman, Building Committee
26 Evergreen Street
Kingston, MA 02364

Paul Gallagher
Lucas M. Kelly
David [unclear]
Murphy [unclear]
[unclear]
[unclear]

RE: Architectural Services for Kingston Adult Community Center
for Period from November 1 through November 24, 2008

Phase	Total Fee	% Fee	% Complete	Total
Schematic Design	\$ 41,496	15%	100%	\$41,496
Design Development	\$ 55,328	20%	60%	\$33,197
Construction Documents	\$ 110,656	40%	0%	\$0
Bidding & Negotiation	\$ 13,832	5%	0%	\$0
Construction Administration	\$ 55,328	20%	0%	\$0

100% paid
- 20% paid 1/8
33197-
1/8 11065.60

Total Fee \$ 276,640

Total Fee Billing to Date for Architecture \$ 74,692.80
Less Previous Amount Billed \$ (52,561.60)
Current Fee Billing \$22,131.20

22131.20
This inv. 11065.60
unpaid 11065.80

TOTAL CURRENT FEE DUE \$22,131.20

11065.60

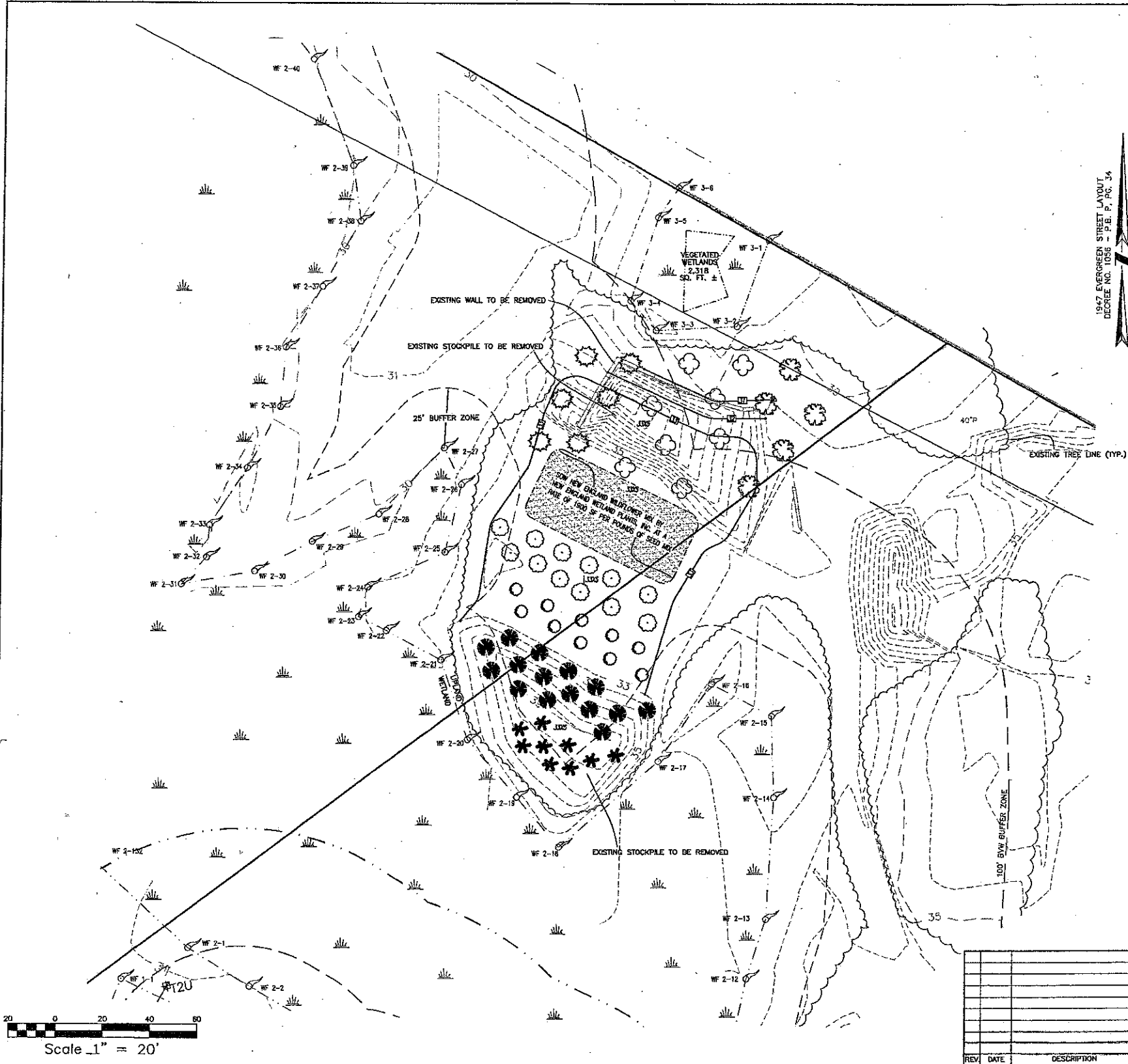
NOI \$6,500.00 75% Complete \$ 4,875.00
Less Previous Amount Billed \$ (3,250.00)
Current NOI Fee Billing \$ 1,625.00

1700 - paid 1/8

Mileage 150 mi \$0.50 \$ 75.00

TOTAL AMOUNT DUE \$23,831.20

11065.60



GENERAL REPLICATION NOTES:

1. PLANTING WILL OCCUR DURING THE GROWING SEASON. THE GROWING SEASON FOR PLYMOUTH COUNTY ACCORDING TO THE MASSACHUSETTS DEPARTMENT OF ENVIRONMENTAL PROTECTION INLAND WETLAND REPLICATION GUIDELINES IS APRIL 17TH TO OCTOBER 26TH.
2. ALL PLANTINGS SHALL COME FROM A REPUTABLE PLANT NURSERY OR GARDEN CENTER WITH RECEIPT OF RECEIVING ALL PLANT MATERIAL SPECIFIED IN THIS RESTORATION PLAN AND FOR THE RECEIPT TO BE SUBMITTED TO THE CONSERVATION COMMISSION.
3. SEE PLANTING SCHEDULE FOR NUMBER OF SPECIES. THE LOCATIONS OF PLANTINGS SHALL BE AS SHOWN ON THE PLAN.
4. PRIOR TO SHRUB OR TREE PLANTING, STOCK PILES SHALL BE REMOVED AND PLANTABLE SOIL SHALL BE SPREAD TO A DEPTH OF ABOUT 6 INCHES THICK THROUGHOUT THE AREA.
5. ONCE HOLES ARE DUG FOR EACH INDIVIDUAL TREE PLANTING, 1 PART ORGANIC COW MANURE AND 2 PARTS ORGANIC PEAT SHALL BE PLACED IN THE HOLE TO PROVIDE NUTRIENTS TO THE NEW PLANTS.
6. ALL BURLAP SHALL BE REMOVED FROM PLANT SPECIMENS AND ROOTS SHALL BE TEASED APART GENTLY. PLANTS CAN THEN BE PLACED IN THEIR HOLES AND COVERED WITH LOAM UP TO THE BASE OF THE PLANT.
7. ONCE ALL PLANTING IS DONE, A REPORT WITH PICTURES OF THE OUTCOME SHALL BE SUBMITTED TO THE CONSERVATION COMMISSION.
8. AFTER ONE YEAR THE SITE WILL BE RE-INSPECTED AND A REPORT WILL BE SUBMITTED TO THE CONSERVATION COMMISSION TO DOCUMENT THE SUCCESS RATE WITH THE PLANTING. IF THE SUCCESS RATE IS NOT AT LEAST 75% AFTER A ONE YEAR PERIOD THEN ACTIONS SHALL BE TAKEN TO REPLANT NEW SAPLINGS TO ACHIEVE THE 75% SUCCESS RATE. ANOTHER EVALUATION AND REPORT SHALL BE DONE AFTER THE SECOND YEAR AS WELL.
9. THROUGHOUT THE REPLICATION PROCESS THE NUMBER AND PLACEMENT OF PLANTINGS AT THE REPLICATION LOCATION MAY BE MODIFIED DEPENDING ON UNANTICIPATED CONDITIONS, IF SO RECOMMENDED BY THE CONSERVATION AGENT.

PLANTING SCHEDULE:

BOTANICAL NAME	COMMON NAME	QUANTITY	SYMBOL
RUBUS IDAEUS	RASPBERRY	9	✱
COMPSONA PEREGRINA	SWEET FERN	10	○
VACCINIUM CORYMBOSUM	HIGH BUSH BLUEBERRY	15	⊙
MYRICA PENNSYLVANICA	BAYBERRY	12	⊙
FINUS STROBUS	WHITE PINE	5	⊙
ACER SACCHARUM	SUGAR MAPLE	8	⊙
CORNUS SERICEA	RED OSIER DOGWOOD	6	⊙

D:\PROJECTS\KINGSTON\Kingston Senior center\Engineering\BUFFER_ZONE_REPLICATION.dwg

DRAWING TITLE	SCALE	DATE	DRAWN BY	DESIGNED BY	CHECKED BY	APPROVED BY	PROJECT NO.
PROJECT	1"=10'						
MAP 35 LOT 56 & MAP 35 LOT 27	3/4/09		JLB	RJR			SHEET 1
CITY							14770101
CLIENT							
TOWN OF KINGSTON							
KINGSTON, MASSACHUSETTS							
CIVIL ENGINEERING							
LAND SURVEYING							
ENVIRONMENTAL							
ASSESSMENT							
	PRIME ENGINEERING						
	P.O. BOX 1094 500 WASHINGTON ST LANSING, MI 48207 TEL: 508.547.0050 FAX: 508.547.2004						
REV	DATE	DESCRIPTION	BY	APP.			