

Senior Center Building Committee Meeting Minutes
February 12, 2024

In Attendance: Don Collins, Bobbi Grant, Rita Vail, Gary Weiner, Carol Keeney, John Matthews, Mike Doran, Cliff Bombard, Becky Moriarty (ex-officio)

Guests: Chris Wante, edmStudio & Doug Gallow, Lifespan Design via ZOOM, Claudia Kapinos

Don Collins called the meeting to order at 11:06 AM.

Minutes from 1/22/24. Gary Weiner motion to approve. John Matthews seconded. All in favor.

Well Update: Gary explained the over usage of water from the PD sprinkler system. The Board of Health is issuing a letter to the Chief of Police to discontinue use of the sprinkler system in the spring.

Design review with Chris and Doug

New plan B.2

Moved some of the offices around in the office wing. Moved director's office closer to the reception area. Moved the janitor's closet next to the nurse's office as both will require a water hook up.

Construction Costs and Estimates: Just under \$5 million. (\$4,997,075)

All construction costs (hard costs), 10% design contingency (for all of the unknowns as the design team gets further into the design), contractor overhead, insurance, and escalation costs, etc.

Rita requested a copy of the new design. Asked if the costs include the sprinkler system and the fire pump house. The quote does include these items.

\$250,000 to repave the parking lot.

Carol asked about the parking lot and how many spaces the EV charging stations would take up. There will be 3 spots. Some discussion about parking lot.

Soft costs come in usually around 20% of the total.

Looking at the cost estimate breakdown a question was asked as to what is included in the line "Specialties (division 10)". This is typically for things like signage, white boards, roller shades, toilet room partitions, etc.

Don asked a question for Cliff. From the point of view of the town, are there any large payments coming off the budget? There are no large costs coming off the town budget. This project would have to be bonded. The town would pay interest only for a while, but that depends on how long the construction takes. Both the Fire Department and the Town House are projects that could be coming before the town.

Rita asked the status of the water issue up by the transfer station. Discussion.

Regarding the town hall, Gary stated that TWB is slated to be closed by the school department and wonders if that would remedy the situation at the town house.

The estimates provided by edm are based on an early 2025 start.

Don asked for committee feedback regarding the initial numbers.

Gary thinks that the number we need to focus on is \$6 million.

John M. has some concerns because the Fire Department building committee has been meeting and they have some numbers coming before the town, possibly at the same time. Concerned about the timing of both projects. It is a palatable number for a town of this size to be able to handle.

Mike D. expected this kind of a number but thinks it could be a tough sell to the town. Mike D thinks people should be able to vote at town meeting via zoom or mail in. It was explained that if the project goes on an override vote, it would be a ballot question.

Rita asked John M if there is a final number for the Fire Department, but there is no concrete number at this time.

Carol is concerned about the town juggling all the town projects.

Cliff speaking on the fire department and the senior center stated that both have a large constituency. Cliff talked about bond and insurance. The town would buy the builders risk policy. Cliff asked about the bond line that is included in the cost estimate. Gary explained that it could be the bonding done by the contractor. Cliff explained that the town has the money. There is one million in untaxed levy. Discussion.

Bobbi was expecting the \$5million but wasn't expecting the soft costs to bring it up to \$6million.

Chris explained that the design contingency should be down to zero once the plan is finalized. Chris explained the process how it moves forward.

Doug: \$1.3 million is going to building systems alone. Sprinklers, plumbing, hvac, and electrical.

Rita: thinks square footage could come out of the building and reduce some of the changes that were made but doesn't see this committee wanting to do that.

Becky is not surprised at the costs and expected an increase since the feasibility study.

Don asked Claudia if she had any comments as a member of the public. Claudia thinks a fire department might win over the senior center.

Gary thinks the town has a master planning group and thinks the Board of Selectmen should put together a program to "sell" the projects utilizing the master planning group to get the word out. Gary expressed that there needs to be a group like the Council on Aging, to start getting the word out about the project and what has been done to this point. Gary thinks we need more help from town hall.

Master planning committee has met. John M explained that as a member of the Government Study committee, there have been comments about a lack of communication in general throughout the town.

Gary thinks it would be good to get onto the BOS agenda to present an update and ask for support. Cliff discussed the stabilization fund and free cash.

Don thinks it is a big project number and thinks its unfortunate that two projects could come up at the same time.

Gary asked Chris where he feels he is at within the Scope of Services. Chris thinks that the design services are completed. There is a design and a cost estimate. Chris explained that he is there to assist with the town meeting and will be involved in helping with the whole process. Gary asked if there is still money left within the budget. Discussion. Chris will investigate what invoices have been submitted to the town by edm.

Don questioned multipurpose room 1 & 2. Don thought the group was only looking for 1 multipurpose space. It was explained that multipurpose room 2 is more of a conference room.

Rita thought there was no shower needed because of the accessibility of utilizing the showers at the police department. Rita is not opposed to the shower in the nurse's office. Doug commented on the shower situation.

Rita commented on the design regarding egress on the side of the building where the craft and billiard room are located. Would like to keep that in mind as the building design progresses.

Bobbi asked about the master plan committee and wondered if it would help that committee to know what fundraising has been done to date and if it would make an impression on that committee.

Gary thinks there must be as much information given to the master planning committee before the town meeting as possible. Gary would like a meeting with the Board of Selectmen.

Gary discussed the RFQ and how moving into Phase 2, the committee could recommend moving forward with a different company if they were not happy with edm. Discussion.

Motion to move forward with edm and lifespan for Phase 2. Would allow the committee to put documents together for Phase 2. John Matthews seconded.

Discussion: Rita asked the difference between this design and what happens in Phase 2. Gary explained what goes into the Phase 2 design phase.

Bobbi asked about the design as shown in Option B.2. The design is still not set in stone.

All in favor. Motion passes.

Carol asked if the construction could be phased. Doug explained that phasing a project could end up costing even more in the second phase.

Rita asked about some of the soft costs. Discussion.

Chris will provide a project cost and will break down different categories and will provide the new design to the committee.

Don would like to set up a sub committee that could meet with the reporters of the local newspapers and work on press releases, etc. Rita thinks this is a good idea. Motion to establish a publicity committee to include several members and Becky to meet with press, etc. Carol seconded. All in favor. If anyone from the committee is interested in helping in this way, please contact Don.

Chris noted two successful things that have been addressed in the past. Make a video and show deficiencies in the current building. Secondly, make a list of questions that we know will come up from the public and post a FAQ or Q&A page that can be posted on the website.

Bobbi does not feel that she is someone that could give a tour of the building or assist with that piece of things, but she does have contacts at the local newspapers.

Becky will talk with the COA Board about taking the lead on publicity.

Rita asked if the COA budget is going to ask for additional funds to provide more hours at the senior center. Cliff, COA board member, said he had not yet seen the budget. Becky said the budget had not yet been finalized.

Claudia said that she was asked by someone, “do you really need more room”? She also spoke with someone who was upset with the senior center for closing at 3:00PM because they had to pick up their taxes.

Discussion about other senior centers and the hours of operation of their buildings. Rita explained that this issue needs to be addressed because it will come up in discussion. Rita raised the issue because it is budget time for the town.

Doug explained that membership has increased in all the buildings they have designed and built.

Gary asked Becky to request a meeting with the BOS on February 20th and to have Chris attend.

Don motion to adjourn. Rita seconded. All in favor.

Meeting adjourned at 12:20 PM.

Next meeting:

Meeting 2/26/2024 at 11:00 AM at the Hampden Police Department

Respectfully Submitted for the Secretary: Rebecca C. Moriarty, Executive Director (Ex-Officio)