

Owners Project Manager Steering Committee Meeting
Wednesday, December 18, 2019 at 6:00 p.m.
Williamsburg Town Offices
141 Main Street
Haydenville, MA 01039

Present: Jim Ayres, Denise Wickland, Jean O'Neil, Paul Wetzel, Dan Bonham,

Absent: Vacancy, Mitch Cichy, Jason Connell, Brenda Lessard

Other: Rob Todisco (P3), William Sayre (Select Board), Charlene Nardi (Town Administrator)

Meeting Called to Order: 6:08

Agenda Items:

Minutes from November 14, 2019 – vote to approve

Approved (PW, DW), with abstention DB – after changes made

Report from small community meetings

- Senior center luncheon
- Lions Club – Brewmasters
 - Small group of 3
 - Didn't seem intensely pro or con
 - Understood the need – but questions about the budget
 - Support for HEJ having seen its useful life
- Library and Friends – Meekins
 - 5 people
 - Participant talked about that spot in town being active/used
 - Not wanting a monolithic-type building, something similar to what is there
 - Support for not keeping HEJ – taking building down gives increased flexibility
 - Taking photos of other safety buildings and posting them for feedback on what is liked and what isn't

Reminder – *Senior Men's Breakfast – Thursday, Dec 19th 8am at the Snack Bar*

Informal Presentation - January 16th @ 5:30 at the Snack Bar

Discuss Next Steps: Special Town Meeting is Monday, February 24, 2020

- Review budget / what is \$400,000 buying?
 - Consider asking for slightly less (\$385,000)
 - Motion made to change next phase (analysis, engineering, design) request at town meeting to \$385,000 (PW, DW) - consensus reached
 - Reviewed proposed budget
 - Recommend phasing various parts in

- Add a section on definitions of each funding point in process
 - Suggestions about visual presentation of proposed budget document
- May be room for savings but “wildcard” is/are HEJ studies
- Consider including a landscape and architectural charette in next steps of process
- Presentation materials – *clear about what is the money for and what are we getting and what is goal with the funds, outline next steps and timeline*
- Flyers – handouts
 - Create a “cheat sheet” for committee members defining the three design options, costs so all sharing the same information
 - Reviewed handout for edits
- Public forums – see notes on new handout;
 - Possible dates 2/8/19
- Small community meetings
 - Finance Committee Mtg (w/capitol planning committee) – Wednesday, 1/15 or 29 @ 6:00 PM
- Additional outreach
 - Burgy Bullets
 - Grange
 - Greenway Committee
 - PTO
- Financial calculations

Other

Set Meeting dates: Next meeting Thursday, 1/23/20 @ 6:00

Public Participation:

Meeting Adjourned: 7:32 (JO, PW)