

Owners Project Manager Steering Committee Meeting
Thursday, November 14, 2019 at 6:00 p.m.
Williamsburg Town Offices
141 Main Street
Haydenville, MA 01039

Present: Jim Ayres, Denise Wickland, Jason Connell, Brenda Lessard, Jean O'Neil, Paul Wetzel, Mitch Cichy

Absent: Dan Bonham, Vacancy

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

Agenda Items:

Minutes from October 17, 2019 – voted to approve with a few amendments.

Report from meeting with the Board of Selectmen – Mitch attended the November 7, 2019 Board of Selectmen meeting to report that at the October 17, 2019 meeting the OPM Steering Committee discussed and would like to proceed with engineer and environmental studies with the remaining funds appropriated for the OPM Steering Committee work. The Select Board members had some questions about the value of spending the money for more studies on the James building; however, the members agreed that the OPM Steering Committee could move forward with two RFQs for those purposes and then the Board would revisit and discuss when the responses came in.

Jim Ayres recapped the October 17, 2019 OPM Steering Committee meeting for members who were not in attendance. He stated that two residents had attended and made a strong request that a structural / engineer study be done on the Helen E. James building before any decision on its disposition is made. The residents also questioned the costs of renovating, rehabilitating and bringing the building up to code the OPM Steering Committee reported at the forums. The OPM Steering Committee members at that meeting discussed the requests and comments in length, noting that they never stated the building was in structural jeopardy as is. It has been the process of the Committee to do its due diligence on all issues from the beginning; therefore, the members felt it was important to move forward with the request.

Rob Todisco suggested that the town proceed with getting a designer on board and undertake the engineer study under the designer's umbrella so it can be done through the lens of a specific design(s) of using the James building. He noted that the first question that must be answered before assessing a building is knowing what the use will be and at this point, we don't have an answer to that question without a design and plan for the building. Therefore, it was suggested that the Committee proceed to a special town meeting for funding in the amount of \$400,000 for the purposes of hiring an architect to design and assess up to three building designs including and excluding the James building, conducting the engineer study, extending OPM services, and all work up to and including putting out the construction bid. This would keep the momentum going with the project, keep the Committee moving forward, while getting more information for the public with actual schematic designs allowing a full discussion with the community. This process would give firmer numbers on each design, including the James which members feel the Community needs to decide whether it wants or can afford to invest in.

Rob Todisco stated that he met with ATC at the Helen E. James to discuss an environmental study. This study would include approximately 100 samples of paint, floors, pipe wrap and other surfaces on the inside and outside of the building. This does not include study of the ground, that is a phase I study. A phase I study examines the ground / land for environmental hazards. Both must be done eventually whether the James is used or not. ATC's proposal is to do the environmental study for \$4,500, the phase I would cost approximately

another \$2,700. After discussion, the Committee decided the environmental study will be done through the designer / architect.

The Committee discussed how the James building was integral to the decision of the public safety complex. There was sentiment expressed that the decision about the James could be separated, that it could stand or be mothballed. However, most members felt that as difficult as it is, that it is the Committee's responsibility to ask the Community to make a decision about the building. It affects how the public safety complex building will be designed with or without integrating the James and where it will sit.

The Committee unanimously voted on a motion by Jason Connell, seconded by Denise Wickland to move forward towards a special town meeting for the funding of \$400,000 for the purposes of extending the OPM contract, bringing an architect on board to do at least three designs, conducting environmental and engineer studies and all other work up to and including going out to bid for construction.

Next Steps:

- Bring the recommendation of the Committee by their vote to the Board of Selectmen for approval and setting a January or February special town meeting. Mitch Cichy will attend the Board of Selectmen's November 21st meeting.
- Continue with the plan to meet with the Lions Club, the board of Library Trustees and Friends, and the seniors at a Monday luncheon. It was added to have a night at the snack bar.
 - Lions – Charlene to follow up with Larry to schedule
 - Library / Friends – Charlene to email Beverly Bullock and Pat Billingsley to see if Sunday, December 8th. Jean, Bill, Jason, Paul and Charlene can be present.
 - Senior Center Luncheon – set for Monday, November 25th – Brenda, Jason, Denise and Charlene to sit with seniors at the lunch.

Next meeting is Thursday, December 12, 2019.

Next Agenda item will be to discuss forums with community to educate about the special town meeting. Jean and Charlene to begin thinking about presentation materials and flyers. Include Rob Todisco in that thinking.