

Owners Project Manager Steering Committee Meeting

Thursday, December 13, 2018 at 6:00 p.m.

Williamsburg Town Offices

141 Main Street

Haydenville, MA 01039

Board of Selectmen's Office

Minutes:

Meeting was called to order at 6:20 p.m.

Committee Attendance

- In attendance: Jean O'Neil, Brenda Lessard, Jim Ayres (Co-chair), Jason Connell, W. Kim Boas, Paul Wetzel
- Not present: Dan Bonham, Denise Wickland, Mitch Cichy (Co-chair)
- Others present: Bill Sayre (Selectman), Rob Todisco (P3), Charlene Nardi (Town Administrator)

Agenda Review

Agenda:

- Unanimous Approval of Minutes from November 15, 2018 (BL, WKB)
- Report from Paul Wetzel on estimated tax bill impacts based on various borrowing amounts.
- OPM Work:
 - 3rd draft of space needs (also see comparison sheet with 3 versions and draft #3 with new cost figures)
 - Most recent changes are reductions in training space, turn out space, apparatus bay
 - General discussion about various portions of the proposed spaces – especially the reduction of bay space; possibly go to 2 double bays plus one smaller single; also discussed width (18' wide is okay)

- Note that site work and design fees are not noted in the figures presented
- Other funds available \$1.3 million allocated for HEJ + \$900,000 stabilization. (Noted that the HEJ elevator is estimated at \$70K and is not represented in the the \$1.3 million figure.)
- Cost scenario with FD & PD admin in James
- 2.5 million build (original amount from Select Board)
- What is the programming? What would we have to give up?
 - Discussion of various location options and scenarios on draft #3 – also with regard to the 500-year flood plain
 - What about switching with the highway department? (though it is in a 500-year flood plain)
 - It appears that the Highway Department is not feasible, leaving on the HEJ site and the current Town Offices property.
 - Noted the emotional attachment that residents have with HEJ
 - Noted that it is not only the HEJ building that folks are concerned about but the open space and way the property will connect to the future Mill River Greenway.
 - Spaces can have a dual use – both safety complex and recreational/open space use
 - #6 and 9 seem to be the most viable scenarios
 - #9 allows for the use of the \$1.3 million for HEJ
 - Noted that there may still be room to reduce the foot print; Chief Connell outlined those areas he feels must be preserved and those where reductions could be made
- Even with the limited options, it still makes sense to do the matrix to provide data to share

Identification of Items for next Meeting on January 10, 2019

Report from Board of Selectmen's meeting
Matrix

Meeting with Board of Selectmen

- Sharing the thoughts from this meeting about building options and site options
- What do we want as a response?
 - Is Board willing to “let go” of the \$2.5 million cap or if not, what needs to be cut, how is that to be done and by who? If a higher amount or direction is authorized, what is it?

- Do they have any sense of the project being “sold” to the public?
- Are they aware that future capital projects may need to be on “hold” if this project goes forward?
- What is the political read on going to the community and not getting the project passed? Do we go with a safer scenario?
- Do we share what we learned? How?
- Create a fact sheet for the Select Board
 - Note previous committee work
 - What is an OPM and what have they done
 - Activities to date and considerations? (flood plains, sq.ft., HEJ, green space, cost, and various property options)
- Note that Country Journal would like to write an article and will be at the Select Board meeting

Meeting Adjourned at 8:03 PM (PW, WKB)