

**BUILDING COMMITTEE  
MINUTES MAY 11, 2012  
APPROVED**

**Present:** Jack Petropoulos, Chairman; Mike Bouchard, Clerk; Michael Bouchard; Val Prest; Susan Daly, Ex-Officio

**Absent:** Chief Joe Bosselait, Ex-Officio; Jeremy Januskiewicz, Vice Chairman; Halsey Platt

**Also Present:** Mark W. Haddad, Town Manager; Patrice Garvin, Executive Assistant; Alan Brown, Don Walter of Dore and Whittier.

*Mr. Petropoulos called the meeting to order at 9:15am*

Mr. Petropoulos opened the discussion regarding the make-up of the committee. The question was posed to what was more representation on the committee was more crucial, an abutter or an architect. Mr. Haddad wanted to wait until after the election to make any decisions regarding the make-up of the committee. Mr. Prest was more concerned with the issue of the Chairman creating a vacancy and the leadership of the committee from that point forward. Mr. Haddad stated that he has spoken to an abutter about joining the committee and is waiting to hear back from him. Mr. Petropoulos stated that an abutter and architect on the committee were both critical. Mr. Bouchard stated that having expertise was what he felt was crucial.

Mr. Brown discussed the schedule moving forward. Mr. Walter discussed the design phase and how to take what they currently have and make it work. Mr. Haddad requested a preliminary meeting with the Building Inspector. Mr. Walter stated that a meeting with the Building Inspector could occur once schematic designs were completed. Mr. Petropoulos asked if the building could be turned to address neighborhood concerns. Mr. Walter stated that he could take a look at turning the building but was concerned with the turning radius. Mr. Brown indicated that there are ways to make the bay doors look good. Mr. Prest felt an abutter was more critical than an architect. Mr. Haddad wanted the HDC and Planning Board consulted as the design moves forward.

Mr. Petropoulos asked if there could be parallel efforts for the sewer line; One down Farmers Row and the other across the back of the parcel. Mr. Haddad replied that it could be done in parallel. Mr. Haddad noted that a special meeting may be called in January to approve the rest of the funding for the station. Mr. Petropoulos asked when the public should be notified regarding the design. Mr. Haddad suggested advertisement for meetings regarding the project. The committee decided to have a "kick-off" meeting that will explain the process moving forward. The date for the "kick-off" meeting is scheduled for 6/6/12 at 7pm, location TBD.

Mr. Haddad floated the idea of having a prequalification process for bidders to qualify for the construction of the project. That way to qualify the prequalification needed to be met. Mr. Haddad requested a vote.

*Mr. Prest moved to authorize the Town Manager to have a prequalification process for bidders. Ms. Daly seconded the motion. Motion unanimously carried.*

Mr. Haddad asked about LEED Certification and if it could be applied it to the new station. Mr. Walter stated that design strives for a LEEDs level but this could increase costs. Mr. Petropoulos stated that it needed to fit within the Master Plan. Ms. Collette noted a LEED check list that can be followed. Mr. Bouchard suggested looking at the checklist but there could be a trade-off with costs. Mr. Haddad was against doing anything that would increase costs of the overall project.

Ms. Collette explained the site plan review process. Mr. Petropoulos suggested working with the Planning Board to comply with the Master Plan. Ms. Collette invited the committee to attend a regular Land Use Meeting to discuss the project. Mr. Walter asked the group what the upcoming meetings were of the committee.

**ADJOURNMENT**

*Mr. Bouchard moved to adjourn the meeting at 11:00am. Ms. Daly seconded the motion. Meeting adjourned.*

Approved: \_\_\_\_\_  
Mike Bouchard, Clerk

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respectfully *submitted*,  
Patrice Garvin  
Executive Assistant to the Town Manager

Date Approved: 5-18-12