

**BUILDING COMMITTEE
MINUTES MAY 25, 2012
APPROVED**

Present: Jack Petropoulos, Chairman; Jeremy Januskiewicz, Vice Chairman; Mike Bouchard, Clerk; Val Prest; Susan Daly, Ex-Officio; Chief Joe Bosselait, Ex-Officio

Absent: Halsey Platt

Also Present: Patrice Garvin, Executive Assistant; Don Walter D&W

Chairman Petropoulos called the meeting to order at 9:10am.

Mr. Petropoulos stated that Mr. Campbell has noted to him that no summaries have been received since Town meeting. Mr. Petropoulos asked the group how valuable the committee felt the summaries were to send out. Mr. Petropoulos also noted that his winning the selectmen seat will cause him to resign from the Building Committee. Mr. Petropoulos asked the group how to go about replacing his chairmanship. Mr. Prest suggested having the vice chairman serve as chairman. Mr. Januskiewicz stated that he would be interested in chairing the meetings but was concerned with the amount of work the previous chairman put in and felt the work should be redistributed to all members. Discussion ensued by the group as to if the summaries were needed. Mr. Petropoulos thought the summaries served in transparency. Chief Joe stated that the summaries could be more in a bulleted form. Mr. Petropoulos stated that he would ask Mr. Campbell if minutes on record would suffice.

Mr. Walter reviewed his agenda for the meeting and stated that Mark Shumaker would be present at the June 8th meeting to discuss any design changes.

Mr. Walter reviewed the May 15th meeting with the HDC. Mr. Walter sensed the HDC liked its approach and would not want a barn structure on the property. The HDC seemed concerned with fitting the building into the setting. Chief Joe wanted to make sure accurate lighting was on the building and noted how screening would help abutter concerns. Mr. Petropoulos stated that one HDC member was against the fire station building being on the LHT site. Mr. Walter noted that the HDC would like to see the footprint of the building staked out. Mr. Walter added that the HDC would like to be consulted informally throughout the design process to resolve any possible issues before formal submission. Discussion ensued as to the process of information and when it should and should not flow through the Building Committee. Mr. Bouchard stated that before going to the HDC the Building Committee needed to be made aware of any potential issue and be grounded in the information being passed to the HDC. Mr. Walter also wanted Building Committee input before going to the HDC. Chief Joe expressed concern over getting a cost break now that could show up as a unanticipated cost down the road. Mr. Petropoulos gave an example of what he thought could go to the HDC and not have to go through the Building Committee. Ms. Daly noted that the Chairman of the HDC said all ideas can be bounced off of him. Mr. Januskiewicz suggested having Mr. Barton the HDC chair come to the June 8th meeting.

Mr. Petropoulos laid out the upcoming meeting schedule. A postcard regarding the June 6th kickoff meeting will be going out Friday. Mr. Bouchard noted the need to also go to the Water and Sewer Commissions. Mr. Petropoulos noted that Conservation needed to be spoken to about a possible wetland crossing for sewer. The group discussed other possible utility conversations that would need to happen. Mr. Petropoulos suggested a detailed project schedule be sent to the HDC and the cost impact if the schedule is delayed. Mr. Walter stated that in the second week of June the schematics will be done and a formal submission with a design will be submitted to the HDC. The project should go out to bid by the second week of November, which will lend to a favorable bidding atmosphere. Mr. Walter also noted the prequalification process that will occur before the formal bidding process. Mr. Petropoulos asked about the prequalification process and Mr. Walter explained the process. Chief Joe wanted to make sure whoever was hired installed to code and that the committee stays strong with any change orders. Mr. Petropoulos asked about the Clerk of the Works. Mr. Walter stated that the Clerk of the Works would fall under the Project Manager, and it was typically two people on a project. Mr. Walter stated that the Project Manager and the Clerk of the Works could be the same person it just depended on how much of a work load firms have.

The committee discussed the June 6th agenda. Mr. Bouchard suggested discussing what has been done since Town Meeting. Chief Joe suggested a timeline be presented. Ms. Collette entered the meeting to discuss any zoning issues and how to go about changing them. Ms. Collette stated that it would be a bylaw change rather than going to the ZBA for a Special Permit. Ms. Collette suggested going to rezone to a Public Use. Ms. Collette stated that a ZBA permit could be challenged by an abutter. Ms. Collette stated that a article to change the zoning could be ready for the Fall Town meeting.

List for 6/6 Meeting

1. Update
2. Timeline
3. Discuss approvals needed
4. That a fire station will be built at LHY
5. Hay issue settled
6. Email Sign up
7. Traffic Management. Ms. Daly will work with appropriate people to come up with a traffic management plan.
8. Committee representation.
9. Abutter concerns

Meeting was adjourned at 11:00am
Respectfully submitted,

Patrice Garvin

Approved 6-1-12