


GROTON SENIOR CENTER – Building Committee Meeting			MEETING MINUTES
Town Hall, First Floor Meeting Room		<b>APPROVED 12/21/17</b>	
November 20, 2017 – 7:30AM			
<b>ATTENDEES:</b>			
Name	Present	Role	
John Amaral	Y	Building Committee	<a href="mailto:jamaral@omniproperties.com">jamaral@omniproperties.com</a>
Ed Cataldo	---	Building Inspector	<a href="mailto:ecataldo@townofgroton.org">ecataldo@townofgroton.org</a>
Michelle Collette	Y	Building Committee	<a href="mailto:mcollette@townofgroton.org">mcollette@townofgroton.org</a>
Peter Cunningham	Y	Building Committee Chair	<a href="mailto:brecca@charter.net">brecca@charter.net</a>
George Faircloth		Building Committee	<a href="mailto:fairgeorge@verizon.net">fairgeorge@verizon.net</a>
Gary Green	---	Building Committee	<a href="mailto:ggreen@freetobegreen.com">ggreen@freetobegreen.com</a>
Mark Haddad	---	Town of Groton, Town Manager	<a href="mailto:mhaddad@townofgroton.org">mhaddad@townofgroton.org</a>
Mihran Keoseian	Y	Building Committee	<a href="mailto:mkeosa70@gmail.com">mkeosa70@gmail.com</a>
Annika Nilson-Ripps	(late)	Building Committee	<a href="mailto:annikanr@gmail.com">annikanr@gmail.com</a>
Kathy Shelp	Y	Senior Center Director	<a href="mailto:kshelp@townofgroton.org">kshelp@townofgroton.org</a>
Melissa Gagnon	Y	NV5, Owner's Project Manager	<a href="mailto:melissa.gagnon@nv5.com">melissa.gagnon@nv5.com</a>
Steve Moore	Y	NV5, Owner's Project Manager	<a href="mailto:steve.moore@nv5.com">steve.moore@nv5.com</a>
Italo Visco	Y	NV5, Owner's Project Manager	<a href="mailto:italo.visco@nv5.com">italo.visco@nv5.com</a>
Gregg Yanchenko	Y	Helene Karl Architects, Architect	<a href="mailto:hka2@npv.com">hka2@npv.com</a>

Peter Cunningham called the Building Committee meeting to order at 7:36AM.

#### 1. Approve Meeting Minutes

John A. moved to approve the 09/27/17 meeting minutes; Michelle C. seconded the motion. The vote was unanimous with (5) in favor, (0) opposed and (0) abstentions.

Michelle C. moved to approve the 10/04/17 meeting minutes; John A. seconded the motion. The vote was unanimous with (5) in favor, (0) opposed and (0) abstentions.

Mihran K. moved to approve the 10/23/17 meeting minutes; John A. seconded the motion. The vote was unanimous with (5) in favor, (0) opposed and (0) abstentions.

Michelle C. moved to approve the 11/13/17 meeting minutes; John A. seconded the motion. The vote was (4) in favor, (0) opposed and (1) abstention (Mihran K. was not in attendance).

## **2. Project Update**

### Adjacent Property / Conservation Restrictions

Michelle C. and Peter C. met with Conservation Commission on 11/14/17. With regard to the Sportsmen’s Club at the adjacent property, it was reported that Conservation Commission walked the site and there may be flexibility to reconfigure conservation restrictions on that site and expand the restriction to other land closer to Wrangling Brook. The Town has a meeting scheduled with National Heritage next week, which is a critical part of the review process. Pending the determination of merging the two sites, there could be potential for future expansion for outdoor amenities and enhanced visual aesthetics. It was discussed that any agreement for the swap of land should be held in escrow. An application would need to be filed for a Notice of Intent. It was discussed that as part of the Town’s due diligence, a scientific study should be performed to confirm whether there are any endangered species present. John A. suggested that Oxbow could perform that study.

## **3. Schedule**

NV5 prepared a high level schedule to identify required elements to meet schedule. NV5 reviewed the colored schedule and pointed out that once there is a VOTE on a preferred concept, how much time is needed for Schematic Design, Design Development and the Construction Documents phases, including cost estimates and value engineering. Gregg Y. noted that in order to move forward with Schematic Design, he needs approval on the program and approval on the site layout.

It was discussed that six (6) weeks are needed for bidding, from the release of bid documents, through final bids and contractor selection. Therefore, the documents should be advertised the end of the first week in March 2017.

The goal is to post the documents for Committee review prior to the Holidays, via “Bid Docs Online”, all in PDF format. HKA will prepare an estimate for Schematic Design.

The Committee authorized Italo V. and Melissa G. to work with Gregg Y. to refine required meetings and milestones.

## **4. Design Review**

### Site Plan Review

Gregg Y walked the committee through the updated site plan. With some refinements, the current design is able to accommodate 83 parking spaces. It was noted that a total of six (6) HCP parking spaces are needed, so three (3) additional HCP parking spaces will need to be added, thus yielding a total of 80 parking spaces overall. There were no objections to this number of spaces. A community member noted the preferred location for additional HCP spaces is across from the main entry.

In the event additional parking is needed, delineated parallel parking spaces could be created along the entrance road. NV5 noted the Town may want to consider lighting the roadway for safety, light bollards could be a consideration. Pending on the outcome of the possible additional overflow parking area, there is the potential for an additional 20-30 spaces. There will be emergency access and the end of the parking lot/driveway.

- Michelle C. reported the office of elder affairs recommends one (1) parking space/100 SF building area.

- John A. noted the current site plan layout (new construction) is an as of right/ by right plan. With an addition/ renovation plan, the needed parking could not be achieved and a variance would be required.
- There was a consensus by the Building Committee that the existing building should be taken down.
- John A. noted concern about potential cost relative to the targeted budget and for reasons stated, supports the direction of the Committee.

#### Building Plan Review

Gregg Y walked the committee through the updated floor plan. The current design is just under 12,000SF and includes programming for the facility to function as an emergency shelter.

- John A. noted at the working group meeting last week, that (3) criteria were established to evaluate new construction vs. add/reno concept – accessibility, cost and design flexibility.
- **MOTION:** Michelle C. made a motion that the most practical solution with the greatest value to the Town is not to pursue an addition/renovation option and that new construction would meet the goals of the strategic plan and comply with ADA regulations. The motion was seconded by Mihran K. The vote was unanimous with (6) in favor, (0) opposed and (0) abstentions.

Exterior materials were discussed, masonry vs. clapboard. Gregg Y. reported that initially masonry may be more expensive, although over the long term could yield significant maintenance cost savings in comparison to clapboard.

- Committee members pointed out that yellow brick could work well, as a good 21<sup>st</sup> century design material and supports the design as proposed. Also, there was support for brick and glass as well as bringing lots of natural light into the building.

#### 5. **Next Meeting**

It was discussed that there will be a small group kick off meeting on 12/01/17 to talk about gifting and fundraising for adopting spaces inside the building. Gregg Y. suggested naming rights and selling off parts of a building multiple times. Melissa G. mentioned experience with a brick dedication program at an entry plaza; the brick dedication could be implemented as part of an annual fundraiser.

The next Building Committee meeting is on Thursday, December 21, at 7:30AM.

#### 6. **Meeting Adjourn**

**Motion:** At 9:20AM, Michelle C made a motion to adjourn the meeting, seconded by Mihran K. The vote was unanimous with all in favor.

Respectfully submitted,

Melissa Gagnon, NV5  
[End of 11/20/17 Meeting Minutes]