

MBC
January 9, 2020

Members in Attendance: Pat Callahan, Roger Manzolini, Kathryn Wilson, Gloria Morse, Brad Havill, Mark Gross, Kristin Smith, Dick Stover, Peter Cohen, Melissa Roller

Others in Attendance: Bob Gniadek, Dan Pallotta (P3) Curtis Edgin (Caolo & Bieniek), Virginia Larkin, Danielle Fillio

A motion to approve minutes with addition of Danielle Fillio in attendance from December 19 was made, seconded and approved.

Dan reported that he has received the existing site plan from Foresight.

Re: the specific "as built" information we need from the school, Dan should let Danielle know. She will seek out the people that he needs to be in touch with. This includes water, fire suppression and sewer blue prints so he can look at them.

Follow up List:

Danielle will get Dan in touch with needed conservation agent

Pat will contact Virginia Larkin to find out who to contact regarding fireproofing the mural that is currently hanging on the stage in the townhall or if it has been fireproofed.

Curtis Edgin, Update: Shared the latest version of the program space. This new information has taken into account information from the EDM plan, Danielle, our committee recommendations etc. It is broken into town hall, library, community and common spaces. These do not include "grossing factor", which is

Library ~3010sf "Program Space"

Town Hall ~2300sf "Program Space"

Community ~1930sf "Program Space"

Shared space ~950sf "Program Space" (lobby, bathroom, kitchenette, storage)

Grossing factor is 0.2

Library Space review: It was a recommendation by the committee that the Library Director should have their own office.

Historical Commission Space: We need to make sure this issue is addressed. Do we need archival quality space? Danielle suggested something smaller such as a historical/museum area as part of the library. It could include display area for artifacts. We do not want to have historical records in both places. We would like a historical display area but also need an area to store historical documents (other than Gloria's house!)

Dan suggested 250sf of combined space that includes display space and also is archivally stored properly.

Town Hall Review:

Town Clerk and Town Assessor is (and will be hired in the future as) the same person therefore those roles share one office.

Danielle is recommending to add 150sf for BOH/Health Agent and 150sf for "floating" (future) office.

Discussion was had about small conference room space and what it is needed for. It is needed for smaller, confidential discussions when it is required that town officials/employees need to use it for that type of scenario.

Total approx. estimated about 7800sf. Dan assumes it will grow a little larger.

We need to determine common area size. It was discussed that the entry way is an important piece of the building and needs to be a welcoming. 400-500 square feet would be recommended.

The mural in town hall will need to have a space in the community room.

Next Meeting: Thursday January 30th at 5:30 pm. Bring something to eat, it will be a long meeting. We will be seeing the building size and concept chart.

Motion was made to adjourn at 7:06pm, seconded and approved.