**TOWN CENTER CAMPUS COMMITTEE**

Minutes for January 23, 2020, 6:15 PM

The meeting was opened at 6:18 p.m.

MEMBERS PRESENT: Nancy Butler, Ross MacPherson, Art Morin, Colleen Thompson, John Traynor, Harry Weikel, Jon Wilhelmsen Members Absent: none

GUESTS PRESENT: None

NOTE: The above people will herein be primarily referred to by their initials. LD refers to Town Administrator Liz Dennehy.

ACTION ITEMS: **In bold print**

MINUTES: The minutes from the 1/15/19 meeting were approved as written. NB moved, JT seconded, passed unanimously

DISCUSSION:

1. Building Lift – We still need other companies to give us an estimate and plan. We need United Elevator to return to review the new location.
2. Location – JW and Fire Chief Silva looked again at the front door of the original school building. It appears that the lift will fit here. We will need **to consult with Building Inspector Tom Millias regarding the width of the remaining stairs.** Additionally, the doors will need to be redone to ensure that they are wide enough and can open automatically. They will need to conform in design with the historical aspect of the building.
3. Outside Ramp – At this point it will be better to create a ramp which leads to the parking on the Police Station side of the building. This is the most direct and ready to use location. A ramp to the Library side of the building will need to wait until the master plan for the parking lot and Town Center Campus is developed and implemented in stages. HW drew up some diagrams for the ramp locations, including measurements and elevations. We need **to ask LD to make sure that the Massachusetts grant monies can be used to the entire plan for the lift inside and outside**. We also need to make sure that there will be no drainage issues for the ramp caused by water coming off the building.
4. Project Aspects –
5. Interior - **JW will ask LD to pursue finding an engineer/architect** to design the lift space. The work will include rebuilding and automating the exterior door, removing the stairs to the loft area, sealing off the loft door, repair the remaining stairs as necessary, repair the walls, move the heating units, widen any other interior door that is not wheelchair width. **JT will talk with Tom Millias about finding a contractor for the project.**
6. Lift – hire company that will do this work
7. Exterior work
8. Other Discussion – We will aim for a June 30th completion. This will leave one month to pay the bills and make the submissions to the State for the grant money reimbursements.
9. Multi-Purpose Storage Building – We need to have additional discussion about this project. The three heads of the departments (Highway, Fire and Police) that may need storage space need to meet with this Committee to determine what type of storage space they need now and in the future and what location would best meet their needs. **JW will send a memo to the three department heads to encourage them to think about this and arrange a meeting time.**
10. Site – The previously discussed site near the Highway Department Salt Shed will probably not work due to water runoff issues. It would also make the driving tight for the large vehicles that need to access the salt shed.
11. Finances – AM brought up his concern about how the Town will pay for this project. Though there was some discussion around this subject, it was determined that this is not within the purview of this Committee. This Committee is in place to review the Town properties (buildings and lands), our needs (present and future) and create a cohesive approach to designing plans that meet these needs. The financing is up to other Town groups and employees, and ultimately the voters.
12. Committee Name – The Committee voted to change the name from Town Center Campus Committee to the Town Properties Committee. **JT will bring this name change to the BOS for approval.**

NEXT MEETINGS: Wednesday, February 5, 2020, 6:15 PM.

ADJOURNMENT: 7:22 PM, RM moved, AM second