

## SUBJECT TO APPROVAL

Special Academy Community Center Building Committee

Tuesday, October 11, 2022, 5:30 p.m.

Zoom Only

### Meeting Minutes

Chair Joe Ballantine called the meeting to order at 5:34 p.m.

Members Present: Joe Ballantine, David Speerli, Eileen Davis, Joe Paradiso, and AJ Miller.

Others Present: Al Goldberg (BOS Liaison), Erin Mannix (Town Planner), Bill McMinn (Facilities Director), Jaelyn Lehet (Exec. Assistant/Recording Secretary)

1. Public Comment.

None.

2. Approval of Minutes: September 19, 2022.

**MOTION** by Eileen Davis and seconded by Joe Paradiso to approve the September 19, 2022 as presented.

**VOTE:** this motion was passed unanimously.

3. Review and Discuss Project Management Agreement.

Marc Sklenka, Colliers, was present to discuss the Project Management Agreement. He will take the lead until the end of the year at which point Adam Levitus will join. Their roles will overlap.

The Committee and Colliers discussed certain parts of the contract and agreed to revise some language before sending to Legal and CIRMA for review, including; striking reimbursement language, striking office space language, and adding additional contacts to be copied.

**MOTION** by Eileen Davis and seconded by AJ Miller to recommend the contract with changes to the Board of Selectmen.

**VOTE:** this motion was passed unanimously.

4. Review and Discuss Fuss and O'Neil Environmental Reports.

The Committee discussed the hazmat report and the estimated remediation. Next steps will include engaging Fuss and O'Neil in Phase 2. The members discussed the status of the underground storage tank closeouts and requested more information from staff for the next meeting. E. Mannix noted the Committee should seek further clarification on the need for an RFP for Phase 2. Colliers will coordinate with the Town Planner on how to move forward.

5. Update from Facilities Director, Bill McMinn.

B. McMinn has looked into security, cleaning, and fixing the doors at the Academy

Building. He will provide the Committee with a proposal to fix the doors at their next meeting and noted the challenges surrounding the current lack of network/infrastructure. The Committee requested signage for outside the building; no trespassing etc., and discussed concerns with materials/paint in the basement.

6. Review Budget.

No comments.

7. Discuss interface with Academy Community Center Advisory Committee.

J. Ballantine explained the Academy Community Center Advisory Committee is meeting once a week on Thursdays at Town Campus. The chair, Bill Stableford, would like to focus on interviews/time with special interest groups, site visits to other Community Centers, holding 1-2 informational sessions, and distributing a survey.

The Committee discussed taking part in meeting with the special interest groups and site visits, possibly holding the information sessions together and making sure the survey is distributed in time to use.

8. Public Comment.

None.

9. Remarks.

Colliers is working on a draft RFP for Architect services and will provide a detailed schedule soon. These dates should be shared with the Advisory Committee to help in their process.

10. Adjourn.

There being no objection, the Committee adjourned at 7:24 p.m.

Respectfully submitted,

Jaclyn Lehet