

# Community Center Building Committee

## Meeting Minutes

January 25, 2021

Remote Participation via Zoom Host Ford Spalding, Chair Community Center Building Committee

Following, guidance issued by Governor Baker regarding the open meeting Law, this public meeting will be held remotely, and individuals wishing to participate may do so by utilizing Zoom conferencing technology. To join the meeting by video conferencing using a computer or tablet, please click the link, and enter the meeting.

<https://zoom.us/j/97792147657?pwd=OURyT3loTVdFanpxcW9xMmJuTDVCUT09>

**Meeting ID:** 977 9214 7657. **Password:** 288994 To join by telephone only, please call 1-646-876-9923.

**Members Present:** Dave Billings, Luciana Burdi, Ford Spalding, Barry Goldman, Ruth Townsend, Sam Cole, Terry Sobolewski

**Absent:**

**Building Team Present:** Phil Palumbo, OPM - Colliers Project Leaders (CPL), Teresa Wilson, OPM - CPL, John Bates, OPM – CPL, Deborah Fennick, Principal Architect - Fennick McCredie Architecture (FMA), Jon Richardson, Project Architect – (FMA), and Fatemeh Malekzadeh, Architect – (FMA)

**Town Liaisons:** Bob Springett, Selectmen, Karl Warnick, Dover Building Superintendent, Warrant Committee, Chris Dwelley, Town Administrator, Cam Hudson, Warrant Committee, Mark Ghiloni (Dover Parks and Rec. Dept.) and Gordon Kinder, Warrant Committee Chair, Janet Claypoole, COA Director

**Absent:**

**Citizens:** and Sierra Bright

**Call to Order**

At 6:02pm Ford Spalding opened the meeting by calling it to order.

**Approval of Minutes:** January 18, 2021 meeting minutes were approved unanimously by roll call vote at 6:05pm.

**Approval of Invoices:** No invoices to approve at this meeting.

---

### Project Schedule Discussion

FMA stepped the committee through the design schedule. The changes to the schedule since the January 18<sup>th</sup> committee meeting were:

- Adding a February 1<sup>st</sup> Building Committee meeting
- Moving the public forum to February 10<sup>th</sup>
- Pushing the Building Committee meeting in which the committee selects two alternatives to move into Schematic Design from February 8<sup>th</sup> to February 15<sup>th</sup>

FMA expressed that pushing the public forum off any more would cause serious schedule issues for them.

### **Cost Estimate Discussion**

Colliers discussed that they and FMA have met with FMA's cost estimator (A.M. Fogarty) and concluded that per the estimates, all (4) schemes are over budget. It was determined that the overage amount is more than could be addressed by value engineering exercises. Rather, the cost reduction would need to come from a reduction of gross square feet (GSF) out of the building size. Furthermore, Colliers noted the importance of making this size reduction now, as opposed to moving forward with the previously recommended 18,000sf size and having to address resizing later. Having worked with A.M. Fogarty in the past, some committee members attested to their expertise in public projects, and therefore, the committee should be able to trust the analysis as an accurate, Feasibility Study cost estimate.

Colliers and FMA shared a cost breakdown that highlighted how they arrived at the necessary GSF reduction which results in an approximate 15,000sf building program. Part of this breakdown was an important factor concerning cost escalation. Essentially, the later in the calendar the project goes out to bid, the higher the construction costs. Another factor that both FMA and Colliers noted was that this project has a relatively significant amount of unique utility work, i.e. septic system replacement, underground water tank and detached fire pump house for fire suppression system, which impacts the cost.

After reviewing the breakdown and the estimates, the committee noted that due to the varying aspects of each option, the construction costs vary, and therefore, the requisite size and/or program reductions would also vary as a result. It would be helpful to detail this on the breakdown to inform the criteria for evaluating each option. Colliers and FMA agreed to accommodate this request.

### **Design Adjustments – Recommended Actions**

FMA presented a list of recommended actions to address the GSF reduction effort and estimate overages. They first noted that using a VRF HVAC system will save both space and money. Next, they shared specific areas they have identified that could be reduced for greater efficiency: MEP, Restrooms, circulation, storage, and certain program areas. FMA briefly reviewed (3) previously considered options (13,000GSF -Space Option #1, 15,000GSF – Space Option #2, and 18,000GSF – Space Option #3) before turning to a discussion on storage.

### **Storage Analysis**

FMA has performed an analysis of the current onsite storage with photos/cataloging/mapping which they shared with the committee. After review, the committee agreed on the importance of confirming Whiting Rd. as an off-site storage space. This would help alleviate the need to dedicate precious space within the community center to storage. Chris Dwelley, Town Administrator, was on the call and requested a list from the committee of the items desired to be stored offsite. He agreed to review and confirm the availability of Whiting Rd. to accommodate. Additionally, Mark Ghiloni from the Park and Rec. Dept. was on the call, and the committee recommended he and his staff review the storage analysis thoroughly to determine if their storage needs could be reduced. To that point, FMA noted that Dover Youth Football currently occupies a large amount of storage space despite not having been an active program for several years.

### **15,000GSF - Space Option #4 “Recommended”**

FMA shared a new option that they believe meets all the programmatic needs and maintains the critical feature of flexibility.

The committee noticed FMA's recommendation of reducing the sizes of the active spaces – Fitness Studio, Recreation / Community and Community, and some committee members felt it would make more sense to remove one of the Flex spaces and maintain, as much as possible, the

sizes of those three main active spaces as those are the spaces that were most identified by the community as desirable spaces.

In response, FMA expressed concern about not dedicating enough space for flex use, noting it can be difficult to change over the use of a space quickly. In addition, the finish materials of certain spaces, i.e. flooring, etc. may not adequately suit every variety of use.

After discussion, the committee agreed that, despite wanting to preserve all the program, in order to meet the budget, some program may have to be sacrificed. FMA will continue their efforts and keep in mind the committee's comments as they determine the most appropriate way to reduce the building square footage.

The committee discussed the scheduling of the project vote at the required Town Meeting and what that means to the escalation factor used for the project budget. The group agreed that June would be the absolute best-case scenario to have the Town Meeting for the project vote, due to COVID-19 making achieving the project vote at the Spring Town Meeting virtually impossible. It was agreed that a Fall Town Meeting is the safest bet in terms of project budget planning, and the team should continue forward as currently planned. It was also discussed that while the project team requests approval for one of the schemes to move forward, on that same Town vote, it may be appropriate and logical to seek approval for the additional budget coverage for the additional escalation caused by the delay of not being able to have the vote at the Spring Town Meeting.

### **Other Business**

FMA will update the Building Committee next week on the CBA process. Next CBA meeting is Friday, 1/29/2021.

### **Citizen Comments**

Sierra Bright indicated that when the idea of consolidating functions into different rooms is being brainstormed, the project team needs to be conscious of the fact that the Fitness Studio may have a flooring type that would not be conducive for certain functions.

### **Adjournment**

At 7:27pm Ford asked for a motion to adjourn. The motion was approved unanimously by roll call vote.

---

**Power Point Presentation link to Town Website** <https://ma-dover.civicplus.com/DocumentCenter/View/1259/2021-Community-Center-Building-Committee-January-25-Committee-Meeting>

**Next Meeting:** Monday, February 1, 2021 @ 6:00pm

Respectfully Submitted,

Ford Spalding  
Chair Community Center Committee

---