

Community Center Building Committee

Meeting Minutes

February 15, 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/98372009512?pwd=VnITNUZkRHVmMEdRWnhWazFFdIVMdz09>

Meeting ID: 983 7200 9512 **Password:** 046519 To join by telephone only, please call 1-646-876-9923.

Members Present: Luciana Burdi, Ford Spalding, Barry Goldman, Ruth Townsend, Terry Sobolewski

Absent: Sam Cole and Dave Billings

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

Town Liaisons: Bob Springett, Selectmen, Warrant Committee, Cam Hudson, Warrant Committee

Absent: Chris Dwelley, Town Administrator, Karl Warnick, Dover Building Superintendent

Citizens: Sierra Bright

Call to Order

At 6:03pm Ford Spalding opened the meeting by calling it to order.

Approval of Minutes: February 08, 2021 meeting minutes were approved unanimously by roll call vote at 6:04pm.

Approval of Invoices: Ford asked for a motion to approve Collier's January 2021 invoice in the amount of \$7,366.67. The motion was unanimously by a roll call vote at 6:05pm.

Review of the February 10, 2021 Citizen Forum Presentation

To start the discussion, it was noted that the maximum attendance count at last week's Citizen Forum was (83). The committee agreed that the participation was relatively good, but some effort will be needed in the future to gain more participation from the 40 - 50 age range.

FMA was pleased by the clear consensus in the vote tally. The public's opinion is aligned with the committees' findings in terms of which (2) program options are the most advantageous to the community. It seems to be a clear affirmation of the value of the CBA process and the effort that was devoted to that process by the committee.

Bob Springett noted that the design team should be proud of their efforts and feels very confident that by the end of Schematic Design, the Dover community will be presented with (2) great choices. He also noted that FMA's work to date is consistent with the exploratory efforts presented at the 2019 Fall Town Meeting. This is an indication that the town's needs/wants have been heard, and the results have, and will continue to present a well-balanced facility. A critical means for success going forward will be to stay within the given budget. The option to expand the scope further will always be available to the town, but one of the keys to obtaining the required (2/3) approval will be to deliver a solution that does not exceed the current budgetary limits.

Motions for Approval

At 6:12pm, Ford Spalding motioned to move the *Save the 1910 Renovation Plan* from Full Layout Concept Design to Schematic Design. The motion was unanimously approved by a roll call vote.

At 6:13pm, Ford Spalding motioned to move the *Two-Story New Building Plan* from Full Layout Concept Design to Schematic Design. The motion was unanimously approved by a roll call vote.

Tasks for the Coming Weeks

Ford stated that he plans to produce a press release of the survey results and the committee's plan approvals on Tuesday (2/16/21).

FMA reviewed upcoming milestones for the coming (2) months. First, they will be formally submitting a feasibility report per the requirements of their contract. The next month (+/-) will largely be focused on internal reviews with their consultants on structural, mechanical, and site design. Architectural design will be ongoing throughout Schematic Design and FMA plans to keep the committee updated during the process. The goal is to produce a *Cost Estimating Set* for mid-late April.

Among the upcoming meetings listed in FMA's schedule overview is a review with the Dover Planning Board on parking requirements. FMA reminded the group that there is no technical requirement for parking within this site's zoning classification. However, there has been the suggestion from the town that they may want to assign the project under a different zone, thus requiring more parking. In response to a Committee member's question, it was indicated that if the project is approved and moves forward with the rest of design, it will ultimately have to go through the Site Plan Approval process with the Planning Board prior to going out to bid.

The committee agreed that (2) more Citizen Forums would be useful prior to the Special Town Meeting. The first would likely be in April and with the intent of updating the community on progress. The second forum would be in May and would serve as a "dry-run" for the Special Town Meeting. Some members' experience in public building projects has shown that it is beneficial to have the majority of the public already familiar with the project going into the Town Meeting. It was also noted that the dates for these spring meetings should be selected carefully to avoid holidays, etc. It will be important to maximize the public's attention.

In the next (1-2) weeks, Ford plans to write a letter requesting a Special Town Meeting on the 2nd week of June. In addition, he plans to submit a report to the town on justification for using the Whiting Rd. building for off-site storage.

Within the next month, the committee will need to have conversations with Chris Dwelley, the Town Administrator on the funding portion of this project. Meetings with the Parks & Rec. Dept. and COA will need to take place in the coming weeks to discuss office space size, etc., as well as temporary locations for them in the event the project moves forward into construction.

FMA asked the committee about addressing the concern from some citizens on the COA's Second Floor location in the *2-Story New Building Plan*. The committee agreed that the current Second Floor location has several advantages and many community members have expressed approval. However, it will still be worthwhile to have FMA explore locating COA on the First Floor. One possibility mentioned was to swap the locations of Parks & Rec. with COA. A complication to this is the fact that Park & Rec. was located on the First Floor, in part, to give them the ability to monitor the building entrances. This was done under the assumption that monitoring would be their responsibility, yet, this has not been formally discussed and decided on. This discussion demonstrates how more conversations with the users are needed to help the design. The committee agreed that future meetings such as those already mentioned with the COA and Parks & Rec. will better inform FMA on how to proceed.

Citizens Comments

From the Chat:

If the Community space and the Recreation space are shaped, then the COA could be next to the Community Room and it would get some southern sun. The COA space is a gathering space which has social benefits beyond classes which would occur anywhere in the building.

The COA IS a place for people to hang out.

The 2 options won such a large part of the vote because they were the BEST options being offered. That is not to say that all the ideas in each option were palatable to everyone, but just that they were the best options of the 4 offered.

Sierra Bright – Noted that seniors currently make use of the office as the gathering space, not just offices. The designers should plan for the office to be used for games and card playing, etc., in addition to offices.

Adjournment

At 6:37pm 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/1281/2021-Community-Center-3rd-Citizen-Forum-February-10-2021>

Next Meeting: March 8th, 2021 @ 6:00pm

Respectfully Submitted,

Ford Spalding
Chair Community Center Committee
