

Community Center Building Committee

Meeting Minutes

April 21, 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/98371304889?pwd=ZHEzdzAvTzFIRW5FTDQ5cFlwSIROZz09>

Meeting ID: 983 7130 4889 Password: 633116 To join by telephone only, please call 1-646-876-9923.

Members Present: Ford Spalding, Ruth Townsend, Sam Cole, Luciana Burdi, Barry Goldman

Absent: Dave Billings, Terry Sobolewski

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

Town Liaisons: Bob Springett, Selectmen, Karl Warnick -Dover Building Superintendent, Mark Ghiloni – Park & Rec. Dept., Chris Dwelley - Town Administrator, Janet Claypoole – Director of Dover COA, Cam Hudson – Warrant Committee

Absent: Chris Boland – Chairman of Parks & Rec. Dept.

Citizens: Sierra Bright, Janit Greenwood

Call to Order:

At 6:30pm Ford Spalding, The Committee Chair opened the meeting by calling it to order.

Approval of Minutes:

The March 29th, 2021 meeting minutes were approved unanimously by roll call vote at 6:34pm.

Approval of Invoices:

Collier's March 31, 2021 invoice in the amount of \$7,366.67 was approved unanimously by roll call vote at 6:35pm.

Project Schedule

Jon(FMA) began the presentation with updating the Building Committee on the project schedule. The following are the design milestones to be reached prior to the Special Town Meeting, still tentatively scheduled for Saturday, June 12th, 2021.

- Feasibility Report – *Final copy with review edits to be submitted*
- Mechanical Design – *Meeting held on March 9th*
- Structural Design
- Site Design – *Meeting held on March 22nd*

- Architectural Design – Meeting held on March 18th
- Architectural Design 2 – Meeting held on March 29th; goal was to select (2) options for the cost estimating set
- Architectural Design 3 – Meeting held on (April 5th); reviewed exterior designs for the (2) selected options going into the SD estimate set
- Cost Estimating Set– Delivered to estimators on April 9th
- Presentation to Seniors – Meeting held on April 20th
- Public Forum Planning – Tonight’s meeting(April 21st); goal is to review the architectural work to date with the Building Committee and the planned presentation for the Public Forum

Upcoming Scheduled Meetings:

- Estimate Reconciliation – April 28th
- Citizen Forum – May 12th
- Pre-Special Town Meeting – June 6th

Plan Update

Jon(FMA) presented progress on the 1st and 2nd Floor Plans for both the renovation and new construction options. Key updates and features of the plans include:

Renovation : 1st and 2nd Floors

- Enlarged the area of the Kitchen to accommodate a functioning kitchen and not just a warming kitchen. It was noted that the Storage next to the Kitchen would be used for tables and chairs.
- Added an additional door in the corridor between the Meeting Room and COA Suite to create more privacy for COA.
- Windows at the northeast section of the 1910 building will be enlarged by 18” to increase daylight.
- There will be no stairs/steps needed to enter the building on either side. The site will be regrading to the existing floor height of the 1910 building.
- VRF condensing units will be located at the roof level above Parks & Rec. Storage and will be accessed by a door from a 2nd Floor Storage closet.
- Doors will separate the 1910 building from the new construction portion of the building creating added security.
- The Meeting Room is adjacent but separate from COA and is intended for social activity. It would also need to be accessible for after-hours use.

New Construction: 1st and 2nd Floors

- The Movement space features a north facing glass wall with views of the Town House and will get diffused northern light throughout the day; preferable for dancing.
- An outdoor balcony wraps around the southeast corner of the 2nd Floor.
- Meeting Room is an open/social space with glass on side to create views out to the balcony.

Some elements/features that are relevant to both options:

- The elevators will have stretcher capacity.
- The building will include a 200kW emergency generator that would power the entire building in a blackout event.

The Building Committee discussed the topic of storage as it relates to both options and if any of the storage areas shown on the plans could be changed to program space. FMA explained that what is currently shown for storage is already *lean*. COA and Parks & Rec, the building’s primary occupants, will use the majority of storage space. The remaining storage will need to be shared by the various other users. It will be critical to have that storage to maintain the project’s

desired element of flexibility. As the uses of the space will change during the day/week, the different users will need space to store their items when not being used.

It was noted that off-site storage on Whiting Road is still a consideration and is currently in the Selectman's court. What is currently shown for storage on the plans is already assuming a large amount of storage (1-2,000sf) will be offsite.

Draft of Presentation for Public Meeting

Jon(FMA) presented their current draft of the presentation for the upcoming Citizen Forum. The Building Committee and Town representatives had the following comments regarding the draft presentation:

- Karl Warnick -Dover Building Superintendent stated that within the last year, \$100,000 worth of improvements to the HVAC have been completed in response to Covid-19. Therefore, the reference to poor air quality on the *Existing Building Issues* slide is inaccurate and misleading. FMA agreed and will reword the slide accordingly.
- The outdoor Recreation court is still in consideration pending the associated cost determined in the upcoming SD cost estimate. There are still varying opinions on its proper orientation (parallel to Centre Street vs. rotated parallel to southern property line). The plan will be to wait for pricing results to confirm it's budgetarily feasible, then establish the final location.
- The Building Committee recommended that FMA change the photograph associated with the Large Recreation Space on the presentation plan.
- The Committee asked FMA for their thoughts on including a stone wall at the east side of the property along Centre Street. FMA believes that feature would not be affordable.
- The Committee noted that the rendering from Springdale Ave. of the Renovation option does not correctly show all of the enlarged windows planned for the 1910 portion. FMA noted they will update them for the final presentation.

Ford suggested that this presentation at the Public Meeting may have to be done with paper. Specifically, it might be a combination of large boards and handouts.

FMA noted that there will be some further nuancing of the plans and renderings before the final presentation and Fatemah(FMA) will be sending the Committee a digital walk-through of the project that can be posted on the Town website.

To conclude this portion of the agenda, Ford asked the Committee to review the PDF of this draft presentation and forward any further comments to him by mid next week. He will then distribute those comments to the design team.

Communications

- A 6'x12' poster will be placed on the site on the 2nd week of May through the Special Elections. (End of June) so citizens can view the project on a medium besides digital.
- Fatemah(FMA) will be sending the Committee a digital walk-through of the project that will be posted on the Town website.
- Ruth is working on a video about the project that can be shared through social media.
- Last night's (April 20th) Presentation to Seniors experienced some Zoom interference that is currently being edited from the recording. Once ready, that meeting will be posted online. Ford believes the reaction from the meeting was negative and mainly revolved around the COA office space.
- Bob Springett and Ford Spalding are drafting an FAQ on topics including tax impacts, a citizen's petition for a preschool and other items.

Citizen Comments

Sierra Bright had the following comments/questions:

- Could stone wall look more vernacular; it appears too urban?
- The next-door neighbor enjoys seeing the teenagers playing the basketball court and are ok with current location.
- Suggests that crab apple trees would provide beauty and screening for the court that's less severe than evergreens or chain link fencing.
- Why is there a door on outside of COA? – *FMA responded: To make the circulation work and prevent a dead-end corridor(code) issue.*
- Who would use the storage located in the COA hallway? If it is non-COA, it would invade privacy– *FMA responded: That is the misc. storage.*
- Asked to clarify the furniture in the room south of the Parks & Rec. Dept. on the Renovation option and recommended a window should be on the north wall of that office to share the room's southern exposure.
- Feels that Parks & Rec appears isolated from the entrance and contradicts the goal of that department overseeing the welcoming duties. *Ford explained that CMAC is working with the Town to explore adding a full-time welcome staff member. FMA noted that Parks & Rec walls feature mostly glass to the entrance allowing them visibility and welcoming capacity regardless of the whether a full-time welcomer is brought onboard.*

Adjournment

At 7:51pm 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/1501/2021-Community-Center-Building-Committee-April-21-Meeting>

Next Meeting: Monday, May 3rd, 2021 @ 6:30pm

Respectfully Submitted,

Ford Spalding
Chair Community Center Committee
