

# Community Center Building Committee

## Meeting Minutes

September 13, 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/98209195195?pwd=VjBGM0kwamdRcUYxRHQ3L2k3QXJ0QT09>

Meeting ID: 982 0919 5195 Password: 018037 To join by telephone only, please call 1-646-876-9923.

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

**Absent:**

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

**Town Liaisons:** Bob Springett - Selectmen, Karl Warnick - Dover Building Superintendent, Mark Ghiloni – Park & Rec. Dept., Cam Hudson – Warrant Committee, Janet Claypoole – Director of Dover COA, Kathy Weld – Chair of Caryl Mgmt. Advisory Committee

**Absent:** Chris Dwelley - Town Administrator, Chris Boland – Chairman of Parks & Rec. Dept.

**Citizens:** Sierra Bright, Joan King

**Call to Order:**

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

**Approval of Minutes:**

The August 30<sup>th</sup>, 2021 meeting minutes were approved unanimously by roll call vote at 6:34pm.

**Approval of Invoices:**

No invoices to approve at this meeting.

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### Colliers Budget & Project Status Report

J. Bates (CPL) began by presenting a schedule overview of the next few weeks noting several upcoming milestones including:

9/22/2021	Commissioning Agent RFP Document Available on the Central Register
9/27/2021	100% Design Development Set Submission
9/29/2021	Design Development Estimate Reconciliation

P. Palumbo (CPL) presented an overview of the current project budget report, followed by a brief review of the RFP document that CPL has created to solicit proposals for commissioning agents for the project's mechanical, electrical, plumbing and fire protection systems. As noted during the August 30<sup>th</sup> Building Committee Meeting, building commissioning (Cx) is a highly recommended process of testing and ensuring the project's systems are installed and functioning according to the project specifications.

CPL has a Cx department that offers these services and could potentially bid on this project. In the interest of full transparency to the public, the Committee discussed what CPL's role should be as OPM as it relates to evaluating the Cx proposals if their Cx department were to submit a bid. The Committee recommended that CPL does not directly receive, review and evaluate the proposals, but could instead participate in the selection process as a member of the public. CPL recommended that in order to best serve the client as OPM, they should not bid on the project as Cx agent. This approach would allow them to facilitate the receipt, review and evaluation of the proposals while eliminating concerns about transparency and conflicts of interest. The Committee was in agreement with this approach.

The Building Committee recommended procuring additional Cx services for review of the building envelope. CPL agreed on the benefits of this service and offered a suggestion for modifying the project budget to accommodate the additional costs for envelope Cx. Under the line item *Owner's Insurance*, the current budget carries \$20,000. CPL's recommendation is to have the Town require the general contractor to carry builder's risk insurance for the project. This would make the \$20,000 available for transfer towards the *Building Commissioning* line item (currently carrying \$40,000). It was agreed that despite the unlikelihood that Cx services for a building of this scale would cost as much as \$60,000, it would be appropriate to carry the additional amount within the *Building Commissioning* budget block.

#### Motion

The Chair made a motion to transfer the \$20,000 from the *Owner's Insurance* line item in the project budget into the *Building Commissioning* line item.

The motion was seconded and approved unanimously by roll call vote.

### **FMA Design Development – Sustainability**

J. Richardson(FMA) presented his team's studies and design efforts to date towards achieving the goal the Town of Dover has set forth to build an environmentally conscious and energy efficient Dover Community Center.

FMA's presentation provided a summary of the following energy efficiency and environmental quality strategies; first noting that the design will effectively reduce the new facility's energy use intensity down from 80kBTU(existing Caryl Center) to 28 kBTU (new Community Center). The sustainable strategies include the following:

- High Efficiency Building Systems – The new facility will feature state of the art building operating systems including: heat pumps (HVAC system), energy recovery units (DOAS or Dedicated Outdoor Air System) and variable frequency drive pumps (VRD).

- Building Envelope – The design includes increased insulation, lower window U-Values (measure of thermal transmittance through a material), and a tight/moisture resistant air barrier (MA air barrier requirements are the best in the country).
- Low Lighting Power(LED lighting) – Site lighting will minimize light trespass and will feature energy efficient fixtures (LED). K. Warnick (Dover Bldg. Superintendent) noted that this design will be an upgrade as compared to existing town facilities.
- Load Shifting – The building will include a diesel generator. In addition, the Sustainability Subcommittee has recommended more environment friendly battery systems as well as energy management technology that tracks the power consumption of the building's systems.
- Photovoltaic Panels (PV) – At this point the plan is to design the building to accommodate PVs in the future. The Committee inquired about the possibility of PV mounted parking cover structures. FMA has considered it, but existing trees on the south side of the site would create too much shade to make PVs in that area efficient.
- Water Efficiency – The building will include water saving plumbing fixtures(as identified by the Environmental Protection Agency), native or adaptive plant species in the landscape design and no outdoor irrigation system. The project is not currently considering rain barrels for water collecting due to heavy maintenance needs. The landscape design will comply with all MA regulations for stormwater management.
- State Grants and Incentive Programs – Both the state and the utility company(Eversource) offer grants/incentives for equipment such as electric vehicle charging stations and PV panels. In addition, there are grant opportunities for Dover as a Green Community.
- Interior Air Quality – The design includes increased outdoor fresh air volume and MERV 13 filters. The design team does not recommend HEPA filters due to the likelihood of them causing loss of energy efficiency. Some Committee members noted they would still like to see HEPA filters included as part of the project.
- Low VOCs (Volatile Organic Compounds) – The designers are being careful not to include products with harmful chemicals e.g., low VOC carpeting, paints, etc.
- Sustainable Materials – The designers are specifying durable, natural and/or recycled materials for this project such as brick, slate, zinc, mineral wool and linoleum. On this topic, the Committee discussed the best flooring material for the restrooms, specifically as it relates to water resistance and maintenance. Suggestions included porcelain tile and epoxy. FMA will consider both materials as possibilities.
- Kitchen and Water – The Kitchen design features a compact plan that intends to use EPA Watersense fixtures. FMA noted that the compact design allows for only one door to the space. However, the intent is to have snacks and drinks available in the Café area which will reduce the need for occupants to access the Kitchen. K. Warnick noted that refrigerators and freezers should be locked to prevent issues that have occurred in the past.

Following FMA's presentation, the Chair asked the Committee's energy efficiency subject matter experts, T. Sobolewski and B. Goldman to comment on the current design. Both agreed that the design team is making good choices that feature state of the art, energy saving building technologies and that the new Dover Community Center is on track to meet its sustainability goals.

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## **Citizens Comments**

Sierra Bright had the following comments:

- The refrigerator and freezer near the Kitchen doorway may present a dangerous condition.
- How waterproof is Linoleum? *FMA commented that it is very water resistant.*

Janet Claypoole commented that COA has not seen an updated plan for review since July. *CPL will send the latest plans.*

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## **Adjournment**

At 7:53 pm Ford asked for a motion to adjourn. The motion was approved unanimously by roll call vote.

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**Power Point Presentation link to Town Website:** <https://ma-dover.civicplus.com/DocumentCenter/View/1845/September-13-2021-Community-Center-FMA-Dover-Planning-Board-Power-Point?bidId=> and <https://ma-dover.civicplus.com/DocumentCenter/View/1847/September-13-2021-Colliers-Power-Point?bidId=>

**Next Meeting:** Monday, October 4<sup>th</sup>, 2021 @ 6:30pm

Respectfully Submitted,

Ford Spalding  
Chair Community Center Committee

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