

Permanent Building Committee Meeting
Minutes of Tuesday, July 14, 2020
Virtual Meeting via Zoom

Call to Order: Wayne Klocko called the meeting to order at 7:03 p.m.

Meeting Attendees:

PBC

Wayne Klocko (Chairman), Diane Jurmain, Patty Kayo (Ex-Officio) Bert Lannon (Ex-Officio), John Larkin, James McCaffery (Ex-Officio), Patrick Sheehan, Kimberly Borst (Department Assistant)

Additional Attendees

Helen Daly

Elizabeth Derwin

Christine McCaffery

David Pollak

Annie Steele

Abacus Architects presented two refined design options and elevation drawings for the Senior Center to the Permanent Building Committee.

Option 1 is a 1-story addition to the Veteran's Memorial Building. The majority of the Senior Center would be on the ground floor. A new courtyard area and main entrance would be on the Park Street side of the building. The courtyard area will be brought down to the same level as the existing Senior Center with a walk-out patio area. The drop off lane will be slightly lower than the parking lot to make the transition easier. Ramps with handrails will run alongside the gym from the drop off area to the entry doors. A sloping sidewalk will also be an option. The library/lounge area will be a double height space for a large airy feel. The kitchen will be off the lounge area. The Council on Aging and Recreation Department offices will run along the back side by the softball field. A reception desk will be accessible from both the front and back entrances. One large multi-purpose room will have dividing walls that open and close to allow for the option to use the space as one, two or three rooms. A fitness center would be placed where the fitness room is now and expanded into the storage room behind it. With everything on one level, the ceilings can be higher allowing for larger windows which will make the rooms that are not along the courtyard side feel more like they are on ground level. Parking around Veteran's Memorial Building would be expanded.

Option 1 is 13,267 total square feet comprised of:

- 5,700 square feet on the first floor of the existing building including the fitness area
- 1,522 square feet on the second floor of the existing building

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- An addition of 6,045 square feet

Option 2 is a 2-story addition to the Veteran's Memorial Building. This option allows for a smaller footprint and more parking accessibility. Site planning, parking and the courtyard would all be the same as in Option 1. The Council on Aging offices, Recreation Department offices and lounge areas would also be the same as in Option 1. The fitness center will be in a different location, it would be along the side of the building by the softball field with open glass on the interior wall to let in more light from the cafeteria/lounge area. This would allow the current fitness area and storage room to continue to be used by the town for storage or other uses. The lower level would have ceilings that match the current lower level ceilings, not the taller ceilings discussed in Option 1. A balcony and lounge area would overlook the dining room. The programming rooms would be upstairs and would be the same as Option 1 as far as being able to use them as one, two or three rooms with the dividing walls. The benefit to having these multi-purpose rooms on the upper floor of the addition is that it could easily be shared with other town departments and organizations without having to cut through Council on Aging space.

Option 2 is 13,794 total square feet comprised of:

- 4,270 square feet on the first floor of the existing building not including the fitness area
- 1,522 square feet on the second floor of the existing building
- An addition of 8,002 square feet, 4,607 square feet on the first floor and 3,395 square feet on the second floor

Option 3 was presented as new construction at Cassidy Farm on Exchange Street. This option was discussed but the design was not expanded upon for this meeting.

There was a lot of discussion about a multi generational space, especially in regards to Option 3, the Cassidy Farms option. The Committee charged the Council on Aging with providing a clear idea of programming needs and deciding what is best for them, a stand-alone Senior Center or a multi-generational space shared with the Recreation Department.

Abacus Architects agreed to work on putting together a series of questions to gather information from the community about how best to meet the needs of seniors in the community.

9:20 p.m. – David Pollak, Annie Steele, Helen Daly, Patty Kayo, Elizabeth Derwin, and Bert Lannon left the meeting.

Invoices

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An invoice from Dunn McKenzie, Inc. for surveying the Lansing Millis property was presented to the Committee for approval.

Pat Sheehan made to approve the payment of \$2,800.00 to Dunn McKenzie, Inc. by the Town of Millis for services rendered. Diane Jurmain seconded the motion. By roll call vote – John Larkin – Aye, Patrick Sheehan – Aye, Diane Jurmain – Aye, Wayne Klocko – Aye.

Minutes

The meeting minutes from May 26, 2020 were presented to the Committee for approval.

Diane Jurmain made a motion to approve the May 26, 2020 meeting minutes as written. Pat Sheehan seconded the motion. **By roll call vote – John Larkin – Aye, Patrick Sheehan – Aye, Diane Jurmain – Aye, Wayne Klocko – Aye.**

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 9:30 p.m. The motion was seconded by Diane Jurmain and passed unanimously.

Submitted by:

Kimberly Borst

Department Assistant, Permanent Building Committee