

**Permanent Building Committee Meeting
Minutes of Tuesday, December 3, 2019
Millis Town Hall, Senior Center, Room 18**

Call to Order: Wayne Klocko called the meeting to order at 6:30 p.m.

Meeting Attendees:

PBC

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

Additional Attendees

Helen Daly
Christine McCaffery

This meeting was held to interview the 3 finalists that submitted proposals in response to the Town's RFQ for its Senior Center Feasibility Study.

Senior Center Feasibility Study Interviews

Catlin & Petrovick Architects - 6:30 PM

John Catlin from Catlin & Petrovick Architects presented to the Committee. Catlin spoke about his 35-40 years of experience building senior centers which is his specific area of expertise. He has worked on over 50 senior centers, mostly new construction with 3 or 4 being renovations. Catlin suggested neighborhood meetings, stakeholder interviews, and community wide surveys to gain insight as to what is needed. Renovating town hall with the brick walls and upgrading to code would be a challenge. He suggested that the senior center be open 9 a.m. to 4 p.m. daily at a minimum and that after hours use by other groups renting the space would be optimal.

Abacus Architects and Planners – 7:20 PM

David Pollak, David Eisen and Annie Steele from Abacus Architects and Planners presented to the Committee. Abacus spoke to their Feasibility study experience with specific examples. They look into adaptive re-use as well as new build and have experience with both. They will engage stakeholders to understand what they are looking for. A case study from a senior center project in the Town of Lincoln was shared with the Committee. Abacus took a preliminary look at three possible options for the Millis Senior Center and discussed the pros and cons as well as some of their ideas for the Veteran's Memorial Building, Lansing Millis Building, and the Cassidy land.

LLB Architects

Brian Valentine, Bethany Robertson, and Drayton Fair from LLB Architects presented to the Committee along with Lance Hill and Lindsey Machamer from Pare Corporation. LLB spoke of their experience including libraries and a couple of senior centers. They are proud of their repeat clients including Acton and Foxboro. They reviewed the pros and cons of the three potential sites with the Committee. They spoke of a

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collaborative process where they would engage the community to get public input starting with a program review to understand what is needed.

Deliberation

The Committee and those in attendance deliberated the merits of all three firms. Everyone ranked their choices and discussed their rankings. Abacus Architects and Planners was chosen as the firm to move forward with for the Millis Senior Center Feasibility Study.

Craig Schultze made a motion to enter into contract with Abacus Architects for the Senior Center Feasibility Study. Pat Sheehan seconded the motion and the motion passed unanimously.

Minutes

The minutes from November 6, 2019 were reviewed by the Committee.

Craig Schutze made a motion to approve the minutes from October 7, 2019 as written. Wayne Klocko seconded the motion and the motion passed unanimously.

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 9:32 p.m. The motion was seconded by Craig Schutze and passed unanimously.

Submitted by:

Kimberly Borst

Department Assistant, Permanent Building Committee