

## FACILITY MASTER PLAN COMMITTEE

April 20, 2017

### MINUTES

**Committee Attending:** Chairman George Hooper, Jeffrey Hull, Valerie Gingrich, Joseph Parrella Jr., Diane Allan, Paul Melarangi, and Theresa Manganelli.

**Liaisons Attending:** None

**Others Attending:** Board of Selectmen Members Greg Bendel and Kevin Caira, Dee Casey, Jay Tighe, Paul Ruggiero.

**Consultants Attending:** Steve Cecil

George Hooper called the meeting to order. George explained that a majority of the Board of Selectmen may be attending the meeting but there will be no deliberations.

#### 1. Review Minutes

*Motion made and seconded to approve the minutes as written. Approved by unanimous vote.*

#### 2. Project Development

- DPW Sites

Steve Cecil described the results of a site visit to the DPW garage and Water Department sites. He outlined the constraints and necessary improvements. Those improvements include covered vehicle storage, additional building space, and reorganization of site components. He commented that the previous idea of moving the Public Buildings space over to the DPW site would not work considering the site constraints. However, it does make sense to relocate the storage space at the Water Department site to the garage site. He stated that they are still looking at the cost benefit of relocating the Water Department office space to the DPW garage site.

Diane Allan asked for clarification on whether Public Buildings could be located at the DPW site. Steve said that with reorganization of DPW and moving the storage space from the Water Department site will use up the available space. Moving Public Buildings to DPW will overcrowd the site. Diane asked about locating DPW offices to Town Hall. Steve said that could happen, but it would put more distance between the DPW Director and operations. Jeff Hull commented that having DPW managers close to operations is important.

George asked Steve about considering adjacent property for expansion. Steve commented that it would be a good idea to look at that. The existing DPW site is constrained by wetlands and floodplain.

Jeff explained that the previous parks storage space was torn down to make space for the High School playing fields. For now, they are making due, but long term we will need to come up with storage space for that function. He added that covering the vehicles and equipment at the DPW site is necessary. Jeff asked Steve for thoughts on reorganizing. Steve commented that an additional garage bay would be necessary and a shed for covering the vehicles would be necessary.

Diane asked about cost for vehicle sheds. Steve stated that pre-fab buildings would be most cost effective.

- Fire Substation

Steve stated that they have looked through the data for fire responses and they continue to find that the response times are in the acceptable range. He added that there is no indication that response times are not appropriate and there is no strong pattern seen that there is a part of town that is underserved. He commented that if there is significant development in certain areas, that development could trigger a different scenario. He will recommend a process to watch for changing scenarios and a process for making sure that future development impacts will be mitigated. They do not see anything currently that sets alarm bells off, but it needs to be watched. He stated that the Town is within national standards for response times.

Jeff asked about the Westwood example and the timing of a fire substation. Steve commented that the Town will want to be able to move fairly quickly when a development is proposed. He suggested that having land available could be beneficial. Jeff commented on the staffing costs involved with a new substation. Steve reiterated that nothing needs to be done at this point, but it needs to be watched closely. He commented that mutual aid from other towns is a beneficial relationship.

George asked about the rail tracks which split the town. Steve commented that their review of the data doesn't show that there has been a problem with the trains blocking access. Nothing in the data shows a problem with the rail crossings.

Steve explained that they saw some patterns when responding to accidents on the highway since highway locations are not as exact as on smaller streets.

Diane commented that she never thought distance was an issue for response times, but other aspects such as Butters Row Bridge. She asked if the plan could mention that bridge and suggest cooperation with MassDOT to replace the bridge. Jeff explained that some folks believe that a reconstructed bridge will bring more traffic. Joe agreed as a resident in that area, he does not want the bridge to be replaced. The group discussed the Butters Row Bridge. Jeff asked if Steve could look at response times around that location. Steve suggested that they talk to the Fire Chief about specific route questions.

### **3. Schedule and Next Steps**

Steve explained that they are working on the master plan report. On the school side, they are working on costs and details for the preferred alternative. They are working on baseline improvement recommendations for the facilities that will remain in their current locations e.g. cemetery garage.

The next steps are to hear from the Committee about preferences for the municipal buildings.

- Public Outreach

Valerie Gingrich explained the feedback from the public.

Theresa asked about affordability in housing and whether seniors understand what that means. Valerie commented that she discussed the details of rents with the seniors that attended the meeting at the senior center.

Steve commented that the St. Dorothy's parcel is a great site for senior housing.

Jeff commented on the outlook for 2020 and how the Town will be under the 10% threshold at that point. Valerie provided an overview of what was discussed with the seniors. The group discussed what affordable housing means and how there may be seniors who do not know what is meant by affordable housing. Theresa expressed concern about people being disappointed.

Paul Melarangi commented that he doesn't think seniors will be looking for free housing. He commented that the request was to provide senior housing and if we work in some affordability, that is great.

Jeff commented that if the town falls below 10% he can see larger parcels being developed as 40B projects. Steve commented that the plan will provide the town with possible sites for housing and a senior housing project is one piece of the housing strategy.

The group discussed sequencing and how projects can be funded without impacting the taxpayers. Steve commented that they will look at phasing and financing for the draft report. He commented that a recommendation for municipal scenario should be made at the May meeting.

Jeff commented that prior to taking a vote on scenarios, it would be helpful to have formal input from the Board of Selectmen, Finance Committee and School Committee. A joint meeting could be scheduled. The group discussed inviting those groups to the May meeting.

#### **4. Public Comment**

Kevin Caira commented on the Butters Row Bridge and how the Town shouldn't wait for an emergency to replace it. Kevin commented that he has been told that the Library is fine the way it is and wonders why the library has been pushed. He stated that town owned land should not be sold to a private developer. Private developers could help with Senior Housing.

Greg Bendell asked if the committee will give an update at Town Meeting. George stated that they would.

#### **5. Next Meeting –** The next meeting will be May 18th at 6PM at Town Hall.

Meeting adjourned 7:46PM.