



RECEIVED  
TOWN CLERK

2023 MAR 10 PM 2:02

TOWN OF WILMINGTON, MA

Senior Center Building Committee Meeting

January 25, 2023

6:00 p.m. Virtual – Via Zoom

Meeting Minutes

Meeting called to order at 6:15 p.m. by George Hooper, Chair after some technical difficulties.

Members present: Diane Allan, Vice-Chair, Jack Holloway, Paul Melaragni, Theresa Manganelli, Finance Comm. Terri Marciello, Senior Center Director, Lilia Maselli, Select Board.

Guests: Susan Inman, Asst. Town Manager, Daniel Pallotta, OPM, Lee Morrisette, Dietz & Co., John Hammer, SLR, Drew Aquilina, SLR.

Absent: Jeff Hull, Town Manager

**Approval of Minutes**

- Motion to accept the minutes of the January 11, 2023 meeting was made by Diane Allan. Seconded by Theresa Manganelli. Minutes approved via roll-call vote.

- ✚ Reference handout from Dietz and Co. regarding Landscape Design and next steps.

**Update on Landscape Design**

John Hammer from SLR outlined the steps that are being taken currently to proceed with site design and site approval. They have begun to study the traffic patterns of the existing Senior Center to determine "average daily traffic." The traffic study is very important to move forward with utilities, planning, fire, etc. He also discussed that they are confirming the placement of the building, sidewalk and parking lot layout, patio size, placement of pickleball and gardens. This all needs to be confirmed to complete the package that will be sent to the Planning Department by March 9. Their hope is to get on the agenda for the meeting on April 9, 2023 to expedite the site approval process. They will be sending out another "Wetlands Scientist" and utility coordination has begun. Grading has not started but they have the information to begin and hope this will happen soon.

Dan asked about curbing due to plowing concerns. Recommended meeting with the DPW. John expressed that there is no curbing and plowing should not be a concern. Drainage is to be handled in grassy areas. A certain number of trees are to be removed from the plan as a result of value-engineering so this will also assist with plowing.

Lee stated that several meetings are to be scheduled, primarily with Fire and the Community Development Committee and they will add the DPW in to one of the meetings.

Dan reiterated to the design team that he does not want raised ADA tiles and that they should be stamped or have cast-iron plates within the concrete on the sidewalks. Lee ensured this would be properly addressed.

Town of Wilmington  
121 Glen Road  
Wilmington, MA 01887

Diane asked for clarification about standing water on the pickle-ball courts. John explained in further detail how there will not be standing water anywhere due to catch basins being contained within grassy areas.

Lee asked the best way to engage the Planning Board. George will assume the responsibility of scheduling meetings with the Planning Department and with the Fire Chief.

Lee presented a bonus slide with a new rendition of the entrance. This new design raises the roof line to an A-frame design. More development on the design is needed. The new design was received well throughout the committee, and they instructed Lee to continue with its progress with attention to more roof cover for inclement weather, eliminating snow buildup, and attention to design of the windows to allow light but also not having an endless amount of glass. Lee will continue to fine-tune the design but feels they are on a better track to address the committees concerns about the design of the entrance.

### **Next Steps**

Per Lee the 6-week look ahead includes:

- Scheduling meeting with the Fire Department.
- Scheduling meeting with Community Development Committee.
- Working session with Terri Marciello to go over room data sheets.
- Exterior design to be discussed at next committee meeting.

### **Further Comments**

The next meetings are expected as follows:

February 8, 2023 – In Person at Town Hall, Room 9

February 22, 2023 – Virtual

The committee will be notified of confirmed meetings.

- Chair Hooper entertained a motion to adjourn. Motion made by Jack Holloway to adjourn. Seconded by Terri Marciello. Unanimous to adjourn. Meeting adjourned at 7:15 p.m.

Respectfully submitted,

Rebecca Sanderson  
Secretary