



TOWN OF BOXBOROUGH

BOARD/COMMITTEE: Boxborough Building Committee
MEETING DATE: March 8, 2023
TIME: 5:30 PM
PLACE: Virtual Meeting - this meeting is being conducted via Remote Participation, pursuant to the Current Executive Order of March 12, 2020.

BBC members: Gary Kushner (clerk), Les Fox (Chair), Al Murphy, Larry Grossman, Hugh Fortmiller, Owen Neville, Bill Litant, Priya Sundaram (5:46)

Missing: Bryan Lynch, Diana Lipari, Than Stuntz

BBC Advisory: Chief Paul Fillebrown, Chief John Szewczyk, Cpt Malinowski

Non-members: none

Meeting called to order at 5:41 PM by the chair, Les Fox
Al Murphy, -present, Gary-present, Hugh-present, Larry-present, Owen-present, Bill-present, Les-present

The minutes for February 22 were moved by Hugh and seconded by Owen/Bill
Al-aye, Gary-aye, Hugh-aye, Larry-aye, Owen-aye, Bill-aye, Les-aye
Approved 7-0

Correspondence from Keith Lyons regarding a note indicating size and cost to the Town.
Not discussed at today's meeting.

No citizen concerns.

Showed the Boxborough Bee article.

The Select Board approve a revised charge to the BBC that now includes 'review condition of existing public safety facilities in order to assess their present condition and ability.....' Les pointed out this language was in the original 2016 charge.

Les reached out to Amy Dunlap from HKT to request a number of HKT reports from 2015-2016 that could not be found in our records. These have been received and are now

posted on the BBC web page. He assembled and showed a list of articles to fund public safety studies since the SNAG started in 2013 and continuing with the BBC. The Housing Board is meeting on March 9 to discuss their history with the Stow Road land. Context delivered a proposal for a structural eval for \$2,800 on the police station. Rajon will convert to a contract and append to the current contract.

BBC - Municipal Facilities Activity and Funding Summary

1	May 2014 ATM, Article 23C	"Public Safety Space Needs Analysis." This was Part C of 4-part article 23 for a total of \$31.5K. Parts A, B, D were pulled or passed over. Sponsor: SNAG/Select Board Outcome: PASSED	\$25,000 Complete/closed
2	May 2015 ATM, Article 21A	"Public Safety Building Programmatic Review and Schematic Design." This was Part A of a two-part article 21 total \$83.5K. Sponsor: SNAG/Select Board Outcome: PASSED	\$69,500 Complete/closed
3	May 2016 ATM, Article 36	"Public Safety Building - Initial Site and Building Data" To conduct site constraints and geotech study of for public safety build on existing site. Sponsor: SNAG/Select Board Outcome: FAILED	\$80,000 Not funded
4	Dec 2016 STM, Article 9	"Municipal Facilities Space Needs Consultant". In addition to \$15K from free cash, this article transferred the unexpended balance of \$7648.90 from Article 21A of May 2015 ATM. To provide new BBC with consultants. Sponsor: BBC newly formed in Sept 2016 Outcome: PASSED	\$15,000 Complete/closed
5	May 2018 ATM, Article 13	"Consultants to perform due diligence on unknown parcel(s) for potential fire and police facilities." Request of BBC to fund multiple site evaluations, etc. Estimated balance Feb 3, 2023 \$26,000. Sponsor: BBC Outcome: PASSED unanimously on consent agenda	\$100,000 Ongoing
6	Feb 2018 STM, Article 1.	"Acquisition of 873 Mass Ave for DPW facility" Purchase and initial renovations of Kaizen property at 873 Mass Ave for new DPW facility. Sponsor: BBC and Select Board Outcome: PASSED	\$1,305,000 Complete/closed

Les reviewed the building committee introduction to Context architecture.

	Staff requiring dedicated office space		
	Current	Additions	2050
Police	20	3	23
Fire	8	3	11
Total Offices	28	6	34

	2023	2050	
Sq Feet		Separate	Combined
Police	4613	13,013	N/A
Fire	8469	24,013	N/A
Combined	N/A	37,026	34,202

Les reviewed the overview document. Owen suggested passing out the document at ATM as a handout. Suggestion to convert to ATM presentation. Priya indicated that there is a road race on April 2 for the RecCom to aid the Blanchard school playground and could we pass out a document based on the overview.

Owen commented that the BBC has voted to confirm the manpower summary presented in the Context report, and suggested we should vote on the Context review of space needs.

The latest warrant includes a sense of the meeting vote on public safety. The Finance committee reviewed the article on March 7 and did not recommend as it is written. Gary is writing up the FinCom recommendation that will include the correct numbers.

Hugh asked about the current site and if the conservation commission could provide a document indicating the limitations of the site. Les might reach out to Dennis Reip regarding the site. Discussion noted relocation issues, buffer zone, limitations on equipment access. Gary and Les to put together a police station review.

Larry questioned if we need to review Keith Lyon’s proposal. The map indicates that the site appears to hold half of what we believe we need. It was noted upon review of these minutes on 3/22/23 this did not account for appreciable additional space on a second floor. [amended 3/22/23]

The next meeting is March 22 at 5:30PM

Gary moved to adjourn and Owen seconded
 Owen-aye, Al-aye, Hugh-aye, Gary-aye, Priya-aye, Bill-aye, Les-aye, Larry-aye, Les-aye
 Approved and adjourned at 6:40PM

LIST OF EXHIBITS:

1. BBC minutes for February 22, 2022
2. Keith Lyons' letter
3. Boxborough Bee article
4. Charge to BBC
5. Context quote for structural analysis
6. BBC list of articles since May 2014
7. building committee introduction to Context architecture
8. overview document