



## TOWN OF BOXBOROUGH

### BOARD/COMMITTEE: Boxborough Building Committee (BBC)

**DATE: Wednesday April 24, 2024**

**TIME: 7:00 PM**

**PLACE: Zoom only**

**In Attendance:** Kristin Hilberg (Chair), Hugh Fortmiller (Acting Clerk), Les Fox, Larry Grossman, Bill Litant, Bryan Lynch, Al Murphy, Owen Neville, Bob Stemple, Mark White

**Missing:** Gary Kushner (Vice Chair, Clerk), Than Stuntz, Priya Sundaram

**Supporting Staff:** Captain Jason Malinowski, Mike Johns (TA), Chief John Szewczyk, Chief Shawn Gray

**Visitors:** Richard Hilton, Cassie LaRussa (Boxborough News), Robin Lazarow, Diana Lipari, John Markiewicz, Cindy Markowitz, Maria Neyland, Francie Nolde, Steve Wright

**Meeting called to order** at 7:03 PM by Kristin Hilberg.

**“Present” for roll call attendance:** Hilberg, Fortmiller, Fox, Grossman, Litant, Lynch, Murphy, Neville, Stemple, White (7:06)

**Review and Approval of Minutes for April 17, 2024:** Owen identified two corrections: (1) Under “Supporting Staff,” TA Mike Johns was not in attendance. (2) Under “Other,” correct spelling of Steve Wright’s last name. Bob moved, and Bryan seconded, to accept the minutes as corrected. **Roll Call Vote:** “Aye”: Hilberg, Fortmiller, Fox, Grossman, Litant, Lynch, Murphy, Neville, Stemple. “Abstain”: White. **Approved:** 9-0-1

### **Update on ATM Article 42:**

Kristin reported that on April 22 the Select Board (SB) discussed the BBC recommendation for revisions to Article 42, and by a vote of 2-2, the SB voted to reject the BBC recommendation and return to the original draft of Article 42. Bob reported that on April 23, after a discussion with TA Mike Johns, the Finance Committee recommended changing the **source of funding** for Article 42 by taking the entire cost of **\$500,000 from free cash**, so that it does not affect taxes during FY 2025. Kristin said the SB will vote on the change.

**Discussion:** Hugh asked why the draft of Article 42 makes no mention of the BBC recommendation to use Stow Road for the fire station site, nor does the draft mention consideration of alternate sites, but the SB recommendation of the article uses the phrase “...to **determine the best location** for the fire station.” Mike responded that if Article 42 is passed, the present site and 70-72 Stow Road will be considered, and that he is asking Lincoln



Properties if it will consider selling a site at 1320 Mass. Ave.; if so, that will also be considered. Larry reported that Keith Lyons and partners have agreed to give the town one year to consider the site of 700 Mass. Ave.

Les pointed out that the BBC has not voted to recommend Article 42; Kristin asked the BBC if it wanted to vote now. **ACTION:** Mike suggested **consideration of a vote to recommend Article 42 at the next BBC meeting.**

Larry pointed out that Context will not be able to show significant work on three or four sites at Annual Town Meeting and that people believe Stow Road is the only site for a new fire station. Larry emphasized the need to be "crystal clear" at ATM about the actions to be taken with the approval of Article 42. **ACTION:** Kristin said a **detailed presentation to vote for Article 42 should be made at ATM**, including costs, sites, and process; she asked for help from Jason, Mike, and Shawn to work on the presentation. Jason suggested that at ATM the site should not be set, and the presentation should make it clear how the \$500,000 would be spent and who will oversee the process; he also suggested that the BBC should look at the presentation at the next BBC meeting.

Bryan asked if the SB is negotiating to acquire any property. Kristin responded "No." Les suggested that the process includes the four sites to be studied, with an objective to present one or two sites at the fall town meeting, with a plan for moving ahead. Kristin emphasized the need to clarify when and how the \$500,000 will be spent.

**Correspondence:** There was no correspondence.

**Update on options for current site (old fire station):**

Jason reported that **Context is looking at different sizes of buildings** on the current site. He asked if anyone wanted to visit the current fire station before ATM or later. Mark is willing to look after ATM and emphasized the need to know how the money will be used; he believes it's unrealistic to narrow the site decision before ATM. Kristin wants to be sure the work continues.

Larry said he's interested in what Context is doing and whether the **Lincoln Property land** will be "on the list" by ATM. **ACTION:** Mike responded that he would try to get an answer from Lincoln Property before ATM.

Mike reported some urgency regarding the current fire station, as new leaks have added to the problems; he encouraged the BBC to meet weekly to keep up the pace. He said if approval of Article 42 allows an **Owner's Project Manager** to join the team, the BBC should plan to meet twice a month, as an OPM will help keep the team on budget and on task.

Les and Jason said an **updated video of the current fire station** is available. (Go to the town website, "Cable on Demand" to find "Fire Station Virtual Tour, 4-23-24.") Larry feels we need to explain why we need a new fire station. Kristin says she thinks people know why we need a new station, and we must explain the process needed to move ahead. Mike said the deputy chief of Littleton's fire department is offering to **show BBC members the Littleton station** on Monday or Tuesday, April 29 or 30. Owen, Al, Les, Larry, and John Markiewicz expressed interest.

**ACTION:** Mike will let people know when and where to meet.



**Public comment/participation:** None at this time.

**Other new business:** None at this time.

**Next meeting time and venue:**

Bob suggested an in-person **meeting at the old fire station**; Jason reported that the station is not handicap accessible. **ACTION:** Kristin said the SB outline for an ATM presentation would be ready for the next BBC meeting – a Zoom meeting.

Jason recommended offering fire station visits to those who could come even though it is not handicap accessible. Kirstin suggested outreach to the public to visit after ATM. Mike suggested setting up a meeting place in the apparatus bay, and Jason said chairs could be set up there.

Francie Nolde asked if the **\$51,000 for site study** had been spent; Mike reported that some funds remain and is being spent on Stow Road and current fire station sites, and the scope of current work is available for Larry and Mark's review. Francie asked about **study of sightlines and need for traffic lights on Mass. Ave.**; Mike said not enough of the \$51,000 is left for study of sightlines and traffic lights at 700 Mass. Ave. or elsewhere; those studies would have to be done in the next phase of work. Francie also asked if anyone is making use of many earlier BBC reports on sites, etc.; Mike said the reports are being used and saving costs.

Les asked whether Context will look at the **cost of relocating fire department functions** should a new station be built on the current site; Jason said that is not in the current contract, but it should be in the post-ATM work. Les emphasized the need to get that figure if the current site is to be seriously considered.

Owen pointed out that if Article 42 is approved at ATM, funds would not be available till July 1; Jason responded that an OPM would not come on board till July 1 at the earliest. Owen also suggested that the wording for when the work would be done should not say "Fall Town Meeting" but rather **"at a future meeting."** **ACTION:** Kristin said the SB would consider the change. Mark, Larry, and Maria Neyland discussed the availability of free cash for Article 42. **ACTION:** Maria said the availability of \$500,000 in free cash might need to be included in the Special Town Meeting that is part of ATM this May. Larry and Mike agreed that Context or an OPM would do the work knowing they **would receive payment after July 1.**

**ACTION:** A BBC meeting at the fire station might take place on Wednesday, May 8, at 6:00 PM.

**NEXT MEETING: 7:00 PM, WEDNESDAY, MAY 1, ON ZOOM.**

**Adjourned 8:10 PM.** There being no further business, Bob moved and Owen seconded to adjourn. **Roll call vote:** "Aye": Hilberg, Fortmiller, Fox, Grossman, Litant, Lynch, Murphy, Neville, Stemple, White. **Unanimous:** 10-0

**Documents used:** Minutes of April 17 BBC meeting.