



## TOWN OF BOXBOROUGH

**BOARD/COMMITTEE:** Boxborough Building Committee  
**MEETING DATE:** February 17, 2021  
**TIME:** 7:00 PM  
**PLACE:** Virtual Meeting - this meeting is being conducted via Remote Participation, pursuant to the Current Executive Order of March 12, 2020.

**BBC members:** Owen Neville, Ling Chen, Ralph (Al) Murphy, Les Fox, Maria Neyland, Hugh Fortmiller, Becca Edson, Bryan Lynch, Than Stuntz, Bill Litant, Larry Grossman

**Missing:**

**Non-members:** chief Ryder, Robin Lazarow, chief Fillebrown, Keith Lyons, Jason Malinowski, Bentley Herget, Diana Lipari, Barbara Salzman, Elizabeth Nichols, Hilary Greven, Francie Nolde, Ryan Ferrara (TA); John Markiewicz, John Lyons

Meeting called to order at 7:03 by the chair

Minutes of January 26 reviewed and moved by Maria Neyland and seconded by Gary Kushner. Approved 11-0-1

Becca abstained, Owen Neville-aye, Ling Chen- aye, Ralph (Al) Murphy-aye, Les Fox-aye, Maria Neyland-aye, Hugh Fortmiller-aye, Bryan Lynch-aye, Than Stuntz-aye, Bentley Herget-aye, Bill Litant-aye, Gary Kushner-aye

Chief Fillebrown spoke on the results of the fire on Swanson road on Wednesday February 10 regarding 24 condos. 14 firefighters required gear to be washed. Hoses were strung up beside the fire trucks rather than in a hose tower (no hose tower in town). Personal decontamination has one sink for the entire service with 1 shower available for the entire 14 FF. Should have a separate place for the police to perform decontamination. Having separate cleaning systems for gear is a requirement.

Site feasibility discussed by Ryan in regard to building placement. Test beds dug and good results with soil samples providing no surprises.

The FAQ was updated and published on the Town website and other sites. A numbered map was added with sites reviewed over last few years. Hugh started off the discussion

on the content with changes made from last meeting. A table of contents was added with links to bring the reviewer to the required text. Bill spoke on the technology used for the FAQ as a PDF with useful links.

Timeline was reviewed to help guide the committee. Site constraints study through April and outreach. Provide presentation at the ATM. Request funding for OPM (help with the selection of the designer) and designer at STM September to November. Schematic design through February 2022. Design development phase to July 2022. Seek approval for construction funds at Fall STM 2022 ~September 2022. Solicit construction bids October 2022. Begin building around Winter 2022.

Bonding was briefly discussed. The school used a bonding subcommittee to discuss short term (BAN) or bonding all up front. Decision will be made based on current market rates at the time of borrowing. Final decision belongs to the treasurer.

The Mass avenue property was discussed as a continuation from the previous meeting. Members of the ConsCom and Planning board had originally performed a walk through in 2017. The current GIS maps were pulled by Simon to show plot plans. The memo from Simon was distributed prior to the meeting. The overall map of the site was shown and then a more detailed map of the area near to Mass Avenue as Lot 1 or lot 2A. wetlands had buffer zones at 50ft, 75 ft and 100 ft. Sight lines were discussed as problematic and indicated issues seen by CBK. The upland area is estimated to be 2 acres and is thought to be too small for a public safety space including parking, well, and the building. The Town of Boxborough owns 72 Stow road (will have to make the housing board whole over a number of years) versus having to purchase the land. The access road for enclave is protected until it is dissolved. The well head is in place for the enclave and has a 232 foot Zone 1 radius that is not buildable. The IWPA (Zone 2) radius is 567 ft. Bryan Lynch noted that all building is prohibited in Zone 1, and constraints apply between the zones. Discussion on Mass Avenue and cutting down a hill to improve the site plans. Proposed to sell the land as foundation ready by John Lyons. The original site plans were reviewed by the planning board with conditions. Will seek additional maps to help illustrate current conditions.

#### Citizens concerns:

Jean Kangas letter from the 10<sup>th</sup> of Feb regarding keeping costs low. First step is to define the requirements and critical eye towards the costs.

Francie Nolde letter asked more about how the police and fire department requirements are defined and where shared spaces where possible. Questioning about building up versus out but not on top of the equipment bay. A second floor requires an elevator and stronger supports where a single floor might require more heating/cooling. Les shared a pie chart showing the required space with fire apparatus, shared/public (HVAC, lobby, meeting/training room, mechanicals), dispatch/comm, police admin, police operations, detention, sally port evidence, armory, fire commons, offices. About 53% is fire based.

Just 29% is police and dispatch, and 18% is shared/public space including a large room for emergency operations center and public meetings. Discussion on how the Town protection is maintained. There are legal reasons why locker rooms cannot be shared. There are strict building codes regarding public safety building that makes it more expensive than a normal building. Both Chiefs again expressed their ability to provide tours. Provide a footprint of current services and then what would be required in the future.

Discussion on the Town email system. All should be using the Town accounts to protect from lawsuits. Chief Ryder sent out a communication to all members on how to access their town accounts.

Communication:

Maria set up a Boxborough twitter account. Trying to get it to work. A Facebook page was created. Using the Town social media. Sent out on the Town twitter page. The FAQ is published. Planning to do one line questions on a daily basis. Will determine a date for a zoom forum.

Next meeting is March 24, 2021 at 7PM

Maria Neyland moved to adjourn and Than Stuntz seconded, adjourned at 8:42PM

Roll call vote:

Al – aye; Hugh- aye; Owen- aye; Maria- aye; Gary- aye; Becca-aye; Bill- aye; Than- aye ; Les- aye, Bryan - aye, Ling-aye, Larry-ay,

adjourned

#### **LIST OF EXHIBITS:**

1. BBC Agenda for February 17, 2021
2. Draft minutes for January 26, 2021
3. FAQ of 2/10/2021
4. Building project timeline
5. Memo from Town Planner to BBC with maps regarding 700 Mass Ave
6. Maps for 700 Mass Ave and Enclave lots
7. Two Nolde Letters of Feb 16, 2021
8. Kangas letter of Feb 10, 2021
9. Pie chart of public safety building areas

