

**Town of Newbury
Municipal Building Committee**

MINUTES

DATE: March 3, 2016

Approved as written, 5/5/2016

Present: Eric Svahn, Chair; Tracy Blais; Steve Fram; John Lucey, Jr.; Richard Ronder; Martha Taylor; Damon Jespersen, BOS Liaison

Absent: Mike Doyle; Donald Jarvis; Sam Joslin; Nathan Walker

Guests: John Ferrara; Mark Gleckman

Eric Svahn, Chair, called the meeting to order at 7:08 a.m.

1. Meeting Minutes:

Motion: A motion was made by R. Ronder and seconded by S. Fram to approve the minutes of December 10, 2015, as written. The motion passed unanimously.

Due to an insufficient number of Committee members who were present at the December 17, 2015 meeting, review and approval of those minutes was postponed to the next meeting.

2. Update on Feasibility Study:

E. Svahn reported that CSS is continuing to work with the Town Hall and Police Department programs to develop options for pricing; the programs are being checked to ensure that there is no excess. Once the plan alternatives are completed, they will be provided to a third party cost estimator who will develop detailed cost estimates for comparison. Options being developed, for comparison with the original public safety complex proposal, are a new Town Hall/Police Department on the existing Town Hall site, consistent with the October 3, 2015 charge from the Selectmen, along with options which will allow Town Hall and the Police Department to be priced separately to help determine the cost implications of various scenarios that have been suggested. The Committee's goal remains to develop a long term solution for the Town's municipal facility needs that provides the best value, as originally charged by the Selectmen.

3. Schedule and Next Steps:

In order to have a proposal on the Warrant for the Annual Town Meeting, to be held on April 26, 2016, T. Blais will need to have a decision on the recommended alternative so that she can prepare the budget and financing plan; time is now getting very tight to be able to

accomplish that – the Warrant is to be finalized on April 5 and will be posted on April 11. The Committee discussed target dates for a project update to the Selectmen (March 8) and a major presentation to be delivered at a joint meeting of the Selectmen, Finance Committee, Capital Planning Committee, Planning Board, and Municipal Building Committee (March 22).

4. Owner’s Project Manager (OPM):

The Committee discussed whether an OPM should be hired and, if so, when that process should be started. Per M. Gleckman, the Vote YES Committee feels that it would be in the Town’s best interest to hire an OPM on a short term consultant basis, as an independent authority, to review the options and make a recommendation on the value of the various scenarios being considered. It was suggested that CSS could perform that role.

5. Immediate Space Needs:

T. Blais reported that all the trailers currently housing town employees must be removed by June 30; the State will not allow them to be used beyond that.

6. Protection #2:

It was noted that the identified issues at the Morgan Avenue fire station have not gone away. T. Blais reported that negotiations with Protection #2 to purchase the property at 3, 7, and 7R Morgan are ongoing. If the sale is to proceed, funds will need to be appropriated at Town Meeting.

7. Public Information:

The Committee discussed the draft of a flyer to be sent to property owners with the next tax bill – the flyer will include an update on the project status as well as provide property owners will important dates regarding Town Meeting and the May 10 Town Election.

On a motion made by S. Fram and seconded by R. Ronder, the meeting was adjourned at 8:35 a.m.

NEXT MEETING:

TBD

Respectfully submitted,

Martha L. Taylor, Town Planner
MBC Secretary