

Meeting Notes from Fairbank Task Force

Date: **January 30, 2013**

Location: Senior Center at Fairbank

Task Force Members in Attendance	Others in Attendance
Bob Armour (SPS School Committee) Jim Kelly (Sudbury Facilities Director) Jack Ryan (Sudbury Council on Aging) Bob Stein (Sudbury Finance Committee)	Rick Johnson Tom Scarlata (resident / architect)

Agenda / Discussion Items

- Primary agenda item was discussion of considerations for the Fairbank roof study. Tom Scarlata has extensive community center experience along with knowledge of the Sudbury community.
- Tom Scarlata made some of the following points:
 - Important to have clear sense of market viability including competitive alternatives to help determine the best business plan / programs for a community center.
 - Repurposing of school facilities for community centers was fairly common and gave a couple of examples.
 - You probably need less space than you may think because a lot of times different needs can be met by using the same space for multiple purposes.
 - HVAC needs will increase considerably to meet fresh air and other requirements
 - He noted \$65,000 for a recent study that was quite extensive for a community center in another town thus confirming that our budgeted \$75,000 would likely be more than sufficient to address all the major scope items and parameters we had in mind for our community center including market study, design options and current building assessment.
 - He also shared that study would likely take 4-6 months to conduct to allow ample time for engagement of community and review of information. He said that a typical RFP process would take about 6-8 weeks including issuing the RFP, submissions from bidders, review, down select and final decision. Roughly 6-8 months to complete the study once funding obtained is a good benchmark.
 - He indicated a roof replacement (confirmed by study) could proceed prior to other steps in renovating and expanding the facility with limited risk of damage later.
- Jack brought up whether we should leave it to the town to decide between repair and replacement of the roof. Bob S. said he thought we had a firm agreement on our recommendation to only make repairs until the study was completed, and that this path would lead to a very difficult town meeting. There was some further back and forth along with recognition that this discussion could not continue without the other 2 members of the task force present.

Decisions / Follow-up Items

- The meeting was adjourned with the expectation that another meeting would be required to confirm where we stood with our recommendation. (Note: that meeting is scheduled for Feb 12th.)