

Meeting Notes from Fairbank Community Center Task Force Committee

Date: January 4, 2016

Location: DPW, Conference Room

Committee Members in Attendance	Others in Attendance
Jack Ryan Dick Williamson Greg George Jim Kelly Len Simon Christine Hogan	Bob May, Council on Aging John Barrett, Aquatics Paul Griffin, P&R Commission Amber Comeau, P&R Dept.

Meeting Start & Minutes:

- Meeting convened at 7:30 pm
- Motion to approve 12/21 minutes by Jack Ryan, seconded by Dick Williamson and approved (1 abstention)

Agenda Related Discussion Items:

- Jim showed pictures from the women's bathroom at Fairbanks showing recent floor damage caused by an unknown problem with floor upheaval
- Jim is keeping the Permanent Building Committee (PBC) informed of our current status
- We discussed asking the PBC to start thinking of a range of numbers needed for architectural work for the next phase of work
 - The PBC's next meeting is Thursday 8:30pm at DPW - Jack will be present
- The Capital Improvement Advisory Committee (CIAC) has asked for a presentation of our current status. Jack will present at CIAC's next meeting on Jan 26th 7pm at DPW
- We agreed to present updated information on our status to the Board of Selectment (BOS) in February
- We were reminded there is already a placeholder on the capital budget for \$2million for the design work on the Fairbanks project – subject to update as we get more accurate information
- The warrant articles are due at the end of this month and we need to prepare an article
- There was discussion about what we need from a 3rd party before the next set of decisions can be made:
 - Verification of option 3 operating costs and recovery/revenue generation
 - Verification of costs of phased construction work versus relocation costs
 - Estimate of costs and recovery/revenue from a second gym
 - (stretch goal) Estimate of costs and recovery/revenue from a second pool
 - (stretch goal) Estimate of costs of building a second floor for SPS or future expansion
- Jim suggests we go to BH+A for the 3rd party work, because we have an existing contract

with them and they have knowledge of the project. It was suggested we give them a written request and ask for the costs of this work.

- Jim will send an email out to this Committee on this suggested “scope of work” and we will vote on it at the next meeting.
 - The 'various building improvements' budget is for purposes like this and may be used for this expense. We might have access to approximately \$20,000 for this work.
- It was agreed that all user groups should, once again, go over and verify that Option 3 has enough space for their current and future program needs – The Senior Center, Park & Recreation, The Teen Center, and Aquatics
 - Each user group should supply us with a list of concerns as soon as possible
- A reminder that the MetroWest YMCA will present to The Park&Rec Commission at 6pm on January 16th at the Fairbanks Center. Any and all are welcome.

Next Meeting:

- January 18th at 7:00pm at the DPW

Motion to Adjourn:

- Made by Christine Hogan at 9:35pm, seconded by Dick Williamson and voted on unanimously.