

PERMANENT BUILDING COMMITTEE  
MINUTES – February 25, 2016

Present: Elaine Jones, Co-Chair, William Braun, Craig Blake, Joseph Ziabowski and John Porter. Also present: Facilities Director James Kelly.

The meeting was opened at 7:30 p.m. in the DPW Conference Room.

Loring Parsonage Repurposing Present: Lynne Spencer and Arthur Vogt, Spencer & Vogt Group (SVG); Sudbury Historical Society (SHS) Director Sally Hild; SHS members Ruth Griesel, and Peggy Fredrickson; Sudbury Historical Commission members Lyn MacLean, Liz Radoski, Diana Abra and Diana Warren.

Lynne Spencer reported on progress to date, informing the group that the schematic design phase was focused on the program of needs and how to adapt the building to those needs given code requirements. While there are deficiencies in the main body of the building they are particularly apparent in the ell for which there are two approaches: tear down and rebuild or keep and add a staircase and lift in a northern addition to the existing ell. SVG is of the opinion that the best approach is to keep the ell and add on. Two configurations were illustrated: Scheme 3 adds 434 s.f. in a 12 ft. addition and requires removal of the existing chimney; Scheme 4 retains the chimney and adds a 16' addition of 634 s.f. Both schemes include a small porch at the rear with the main entry and a new kitchenette. It is believed that Scheme 4 is affordable and the best option for keeping the ell. Some ideas for the façade of the ell were shown and one will be developed for presentation to the Historic Districts Commission (HDC) for consideration in order to be granted a Certificate of Appropriateness.

In the meantime and in consideration of the grant funds available to the SHS, Phase IA is under development by SVG. It is believed that structural work in the main building will be the emphasis with work on the first floor and foundation areas. It was noted that 100 lbs./s.f. of live load is the requirement for the flooring. This work would not require approval of the HDC, but would require cash on hand in order to execute a contract expected to cost approximately \$190,000 (base bid).

Discussion focused on the timetable for development of the “front end” contract/bid documents which would be prepared by the Town in conjunction with SVG who will be preparing the specifications. Mr. Kelly will handle the distribution of bid documents when developed. The notice will be published in the Central Register on March 16 with bids due on April 1 at the Office of the Facilities Director. A site visit will be held in the week prior to the bid deadline. The work would be expected to commence on or before April 15 and reach substantial completion by June 15. The sense of the PBC is to proceed with the bidding process and meet to determine whether or not to go forward.

It was agreed to commence the septic investigation which Mr. Kelly will contract. Mr. Kelly will also work with the Town to find another location for the Credit Union (CU) and arrange with the Town Manager for notification to the CU concerning vacating the Parsonage.

Fairbank Community Center Mr. Kelly informed the Committee that the Task Force is planning to involve Ballard/King in the financial analysis for the project which will commence shortly.

Meeting Schedule The next meeting will be called by the Chairs as necessary.

There being no further business, the meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Elaine L. Jones