

Phase 2 Hildreth House COA Subcommittee Meeting
Tuesday, January 9, 2018
Hildreth House
Minutes

Present: Carl Sciple, Beth Williams, Hank Fitek Deb Thomson, COA Director Debbie Thompson, Connie Larrabee, recorder
Absent: Victoria Hayao

The meeting was convened at 10 a.m.

The minutes of the 12/27/17 meeting were approved as submitted.

Carl reported that he had spoken briefly about the current plan with Drayton Fair of LLB Architects, who said that given (a) the needs that the plan was to meet and (b) the existing code requirements, the current Phase 2 costs probably couldn't be cut much, unless some of the needs were reduced. They only discussed the current plan, not the possibility of an alternative design.

Carl said LLB would be interested in doing further design work for Phase 2. Connie explained that the architect would be chosen according to the town's procurement process.

Carl spoke last week with John Seeley, the COA's Finance Committee liaison, who said the Finance Committee would not be discussing the COA's \$40,000 request for at least two weeks, which means probably the week of 22 Jan. He will let the committee know when that topic is on the agenda.

After a discussion about current and future COA needs, the committee agreed on the following objectives for Phase 2:

- Space for 70-80 occupants in dining/multipurpose room, with movable partitions and sufficient storage areas for tables and chairs
- Code-compliant kitchen for food prep
- Handicap-accessible bathrooms as required
- Plan to be built within the budget, anticipated at \$3 million

Other issues to be considered include:

- Covered walkway (if addition is not connected)

Code-compliant second stairway from second floor
Other code requirements (sprinklers?)
Relocation allowance (during construction)

The group discussed the rationale for the COA's request for more dining and program space and agreed that the primary objective is to provide sufficient space for a growing number of seniors to gather for various activities and combat social isolation.

The next subcommittee meeting is scheduled for Tuesday, January 16, 2018 after the COA board meeting (4-5:30 p.m.) at Hildreth House. The group will develop a list of nearby senior centers to visit (Groton, Pepperell, Acton, etc.)

The meeting was adjourned at 11:10 a.m.

Respectfully submitted: Connie Larrabee, recorder