

Approved at the November 1, 2018 meeting

Town of Rehoboth

Municipal Building Study Committee

Notes of the Meeting on October 1, 2018

At the proposed Town Complex site on Route 118; convene behind the Fire Station building; meeting continued in the Fire Station building after the tour

Present: Frank Barresi, David Foss, Bill Maiorano, Scott Meager, James Medeiros, Carolyn Panofsky, Richard Panofsky

Guests: Selectman James Muri; Edward Rowse, architect; Daniel Tavares, CGA Project Management

Excused: Helen Dennen, Joseph Nunes

Call to Order: 5:00 pm

Visit to the proposed town complex site

- The committee walked outside to see the planned areas for the fire and police structures. We then toured inside the fire and police buildings.
- Numerous apparent inadequacies were visible throughout the police area and in much of the fire area. It was noted that the facilities were not designed to be in compliance with 21st-century building codes, current staffing and functional needs, and OSHA health and safety regulations. When the Ambulance function moves, Fire will obtain use of the third firetruck bay. The firetruck bays are well built, have a new roof, and have new, compliant exhaust control systems.
- Because it was raining, we deferred a tour of the open area slated for the town hall building.

At 5:45 the committee reconvened at the fire station building

Minutes of Meeting on August 20, 2018. The draft had been distributed by email. Motion to approve as written carried unanimously.

Continue review of plans for a new municipal complex

Discussion covered need, the planning process and its timing, and actions needed next.

1. Need and reasons not to delay

Points raised included the following:

- Costs for new building construction continue to go up, so the sooner a price is obtained, the better.
- Borrowing costs will also rise.
- Time in existing buildings incurs maintenance and other costs that will be a loss to the future.
- Potential cost reductions from energy improvements are delayed.
- Meeting new building code and Homeland Security requirements, including a sweeping new application of OSHA standards (applicable to all municipal employees), will be a loss to the future when applied to existing buildings.

2. The planning process and its timing

Considerable discussion ensued about the process of developing the plans and presenting them. Edward Rowse and Daniel Tavares both participated. (The following are understandings reached, not necessarily recorded in the order in which they were discussed.)

- Among three main scenarios we could use, we favor a scenario that presents the voters with a fully developed architectural plan and a firm cost obtained from an accepted bid. Phase one would be for the town's voters to fund hiring an OPM (Owner's Project Manager) and an architect; this cost

would be approved at the spring 2019 town meeting. Phase two would be presenting the full plans and cost at a second town meeting, spring 2020, for approval to place it on the ballot as a debt exclusion.

- This differs from the previous method, that presented less specific, conceptual plans and announced a cost based on estimates.
- Timing is critical. The committee can have Phase One ready for this coming Spring town meeting, and then if it passes have the Phase Two full plan ready for the town meeting a year after. We feel strongly that attempting to rush the process and to bring a debt exclusion vote before voters are well informed will not succeed.

3. Specific activities decided

- Daniel Tavares said he would write up this preferred scenario in a specific outline and forward it to the committee. We can then act formally in a subsequent meeting.
- Daniel Tavares will work with Jim Medeiros on the initial steps needed to come up with a draft RFP for hiring a full-time OPM, and then Medeiros can contact the Board of Selectmen to get the process started.
- The Committee should ask to present a progress report at the fall Special Town Meeting and can also present progress reports at upcoming Board of Selectmen meeting.
- It is important for users to review the present conceptual drawings and “red-line” them for changes desired. Jim Medeiros will ask Helen Dennen to see that this process is concluded during mid October by town office stakeholders. Richard Panofsky will work with the Animal Control Officer and the Animal Advisory Committee. Police and Fire have already worked on red-line changes that they will give to Medeiros.
- Once the new redline changes are received, Ed Rowse will redraw the conceptual plans accordingly and distribute to the Committee.

4. Next meeting

- November 1, starting at 5:00. We’ll plan to meet at the COA building.

Adjournment

- David Foss moved to adjourn at 6:45; Carolyn Panofsky seconded. The motion carried.

Respectfully submitted,

James Medeiros, Chair

Richard Panofsky, Clerk

MBSC Agenda October 1, 2018

Workshop Meeting

October 1, 2018 — 5:00 pm

Proposed Town Complex site on Route 118; convene behind the Fire Station building

Meeting to continue in the Fire Station building after the tour

5:00 pm — Call to Order

Agenda

Visit the Proposed Town Complex site

Business for discussion

Continue review of plans for a new municipal complex

Other business: Any other business which may come before the Committee

