



## TOWN OF BOXBOROUGH

**BOARD/COMMITTEE:** Boxborough Building Committee  
**MEETING DATE:** January 26, 2021  
**TIME:** 7:00 PM  
**PLACE:** Virtual Meeting - this meeting is being conducted via Remote Participation, pursuant to the Current Executive Order of March 12, 2020.

**BBC members:**

Ralph (Al) Murphy, Les Fox, Owen Neville, Ling Chen, Larry Grossman, Hugh Fortmiller, Bill Litant, Bryan Lynch, Than Stuntz, Gary Kushner (7:17), Maria Neyland

**Missing:** Becca Edson

**Non-members:**

Bentley Herget building commission, Robin Lazarow, Ryan Ferrara, Warren Ryder, Jason Malinowski, Paul Fillebrown, Diana Lipari, John Markiewicz, Simon Corson, Cindy Markowitz, Barbara Salzman, Elaine Olmstead, Gay Van Ausdall, Francie Nolde

Chair Fox noted quorum present and called the meeting to order at 7:05 PM.

Les made a few remarks about the upcoming Q&A session later in the agenda, noting that this may be a regular feature of future meetings, and that the committee would be holding public forums for education and outreach.

The chair asked for a motion to approve the draft minutes of Dec 15, 2020 that had previously been distributed. So moved by Bill Litant; seconded by Maria Neyland. Chair asked for roll call vote:

Chen – aye; Murphy – aye; Neyland – aye; Grossman – aye; Fortmiller – aye; Litant – aye; Lynch – aye; Stuntz -aye.

No abstentions. Minutes approved.

Vice-chair Gary Kushner was able to join via Zoom at 7:17 PM.

TA Ryan Ferrara provided an update on the geotech investigation begun by Pare Corporation. A number of test pits had been dug, generally 8-10 feet deep. Soil types were noted. The test results seem favorable with no ledge found and soil types predominately sandy loam and loamy sand. HKT and Pare will continue with next steps in the constraints study.

FAQ reviewed by team as presented by Hugh Fortmiller, Bill Litant and others. Revised facility name to include dispatch. Revised the calendar to the alternative (later) schedule. Site constraint study from feasibility study. Removed cost estimates and will require further study. Removed the comparisons to Southborough, MA. Added link to the video tour and added link to the BBC site. Recommend once posted that changes be added to the beginning of the document so Town members will recognize what is new. Change title to “those who live, work and travel in Boxborough”. should there be a table of contents? Remove the words “outdated, inadequate and potentially dangerous”.

The current police staff is 13 and the dispatch full time staff is 5. The fire department current staff is 7 full time. In 2040 police staff plus dispatch could number 33 and fire department could number 16, but prefer potentially a percent increase. The two chiefs will discuss off line and come back to the committee with a recommendation for how to present future growth. The numbers in the video must match the numbers in the FAQ. The FAQ will breakout dispatch from police. Question if should have number of calls and changes in services. Could have a document that outlines the changes between 2000 and 2020 to show the growth in all three departments. Change “save money by constructing one footprint, not three. Consider changing dispatch to public safety and communication resources/emergency services.

For section BBC considered other sites:

Change 1320 Mass Ave to 1320/1414 and across from Paddock estates as recommended by Maria Neyland. Put in a link to a map with various sites that were considered. Replace bullets with numbers which then show on map. Chief Warren Ryder will create the map.

Sirens are only used to obtain safe access to the main roads and not required (requesting the right of way).

Traffic studies will be done.

The schedule (tentative) in the FAQ does match the alternative schedule as documented in the previous minutes.

The plan is to post once Maria Neyland, Bill Litant and Hugh Fortmiller update the document and include the map and updates from the chiefs.

The Chiefs released the updated video on January 26 and will post. Maria Neyland talked to both chiefs about pulling snippets and be able to send out via social networking. The video is about 20 minutes and while the video is great we will also need small segments. The video will be passed to Kirby (Littleton video) and run 2 to 3 times per day on channel 9 and will be on you tube link, BXB website, Town website, and other locations. The video will be posted right away as all members of the committee have

reviewed the video. Warren sent out the police snippet and Paul will send out the fire department video this week. Kirby will produce a number of episodes that will be posted. Littleton did this for their project.

Rajon (ATA) Hudson will manage the website and the building committee page and include twitter and Instagram

**Q&A with residents** including Diana Lipari, Elaine Olmstead, Francie Nolde and Gay Van Ausdall.

Diana Lipari commented that the reviewed documents were not on the town website. Action for the BBC to update the town website with the documents. The growth in departments, footage of building, the need for the building, and should the committee have rejected the Town center property were raised by Diana Lipari. Lot 2 is the land being discussed by Diana and we believe owned by Lyons and would potentially have to wait for the construction to be completed with the temporary road.

Barbara Salzman commented on traffic study and site lines during the town center process. She would be willing to discuss the process. There was a question about posted driving speeds on Mass Avenue. Mass Avenue is a state highway and speed rates cannot be changed by the Town.

Elaine Olmstead has questions regarding the traffic reports. 330 vehicles estimated on Stow road based on the original estimate of 650 vehicles when the Enclave project was based on 100 dwellings. Would building be set back to eliminate noise to abutters. The site plan will be based on water, septic and abutters.

Francie Nolde has concerns with the access of vehicles onto Stow Road. The preference was to find something suitable on route 111, but the committee was not successful. The Stow Road site was reviewed by the Housing Board over multiple years. The Town owns the property on Stow Road. Some discussion regarding 1320/1414 and why we could not proceed; noted constraints like the existing well.

Hugh Fortmiller offered to go to the Town Center LLC and ask if they have a sketch of the Town center area that is being asked. Request to ask the town planner (Simon Corson) for a layout of the land including to review again for due diligence to the Town. Ryan Ferrara (TA) will have Simon Corson pull the current map including wetland buffers.

Cindy Markowitz asked about reusing space or creating new space with existing but empty buildings. This was looked at with Burroughs site.

Owen Neville spoke about the purpose of the existing building committee on Stow Road, but the charter on the Town website had not been updated with the current version which includes the verbiage "... or other site if found to be available ..." (not exact verbiage). The SelectBoard appointed the building committee to work towards public safety facilities on Stow Road. The recommendation is to have a narrative outside of the FAQ to explain why each site was reviewed and why it was either approved or not approved.

Next meeting is February 17, 2021

Action items from previous meetings:

AI> All to Send a note to Police chief prior to walking the site as the police monitor the location. – in process

Maria Neyland moved to adjourn and Owen Neville seconded at 9:20

AI – aye; Hugh- aye; Owen- aye; Maria- aye; Gary- aye; Bill- aye; Than- aye ; Les- aye, Bryan - aye, Ling-aye, adjourned

**LIST OF EXHIBITS:**

1. BBC Agenda for January 26, 2021
2. Minutes for December 15, 2020
3. FAQ
4. Phased building project presentation

