



TOWN OF BOXBOROUGH

BOARD/COMMITTEE: Boxborough Building Committee
MEETING DATE: August 17, 2022
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: Gary Kushner (clerk), Les Fox, Ralph Murphy, Owen Neville, Maria Neyland, Larry Grossman, Diana Lipari, Bryan Lynch, Hugh Fortmiller (7:18); Bill Litant(7:07)

Missing: Becca Edson, Than Stuntz

BBC Advisory: Chief Paul Fillebrown, Cpt. Jason Malinowski

Non-members: none

Roll call of attendees: Owen Neville-present, Al Murphy-present, Bryan Lynch present, Diana Lipari-present, Larry Grossman-present, Maria Neyland-present, Gary kushner-present, Les Fox-present

Meeting called to order at 7:02 by the chair, Les Fox

The minutes of June 29 were reviewed.

Gary moved and Maria Neyland seconded
Owen-aye, Al-aye, Bryan-aye, Diana-aye, Larry-aye, Maria-aye, Gary-aye, Les-aye
Approved 8-0

Minutes of March 23 and reviewed on March 29 will need to be reviewed due to quorum issues.

Les moved and Maria seconded to approve the minutes for March 23
Owen-aye, Al-aye, Bryan-aye, Diana-aye, Larry-aye, Gary-aye, Maria-abstain, Les-aye
Approved 7-0-1

Reviewed the RFQ from the document sent by Les Fox. Responses due to Boxborough no later than September 16. Larry asked about electronic documentation and suggested that we do not want hardcopy documentation. Les will change section 1 to indicate

electronic only. Les reviewed the model contract template (exhibit A) and indicated that the respondent would fill out their fee. The letter back from the responder will be exhibit A and attached to exhibit A. Larry indicated we are sending to Architects only. Will change to professional architectural/engineering services and then called out ENGINEERS.

Review of the study phase construction verbiage.

Request for qualifications to be used to obtain the full package.

The timeline was reviewed starting with August 29 for RFQ mailed, pre-submission by September 8, required submittal by September 16, interviews in Sept/Oct and contract awarded by October/November. The interviews are a public meeting. January 15 for final written report and presentation.

Non-public meeting with Les, Rajon, Chief Fillebrown and Chief DG (interim police chief) and Jason and the interviewee. Modified interview to indicate they will take place in a public meeting. Discussion on scheduling of interviews.

Space needs followed by Evaluation of the site. Question on how to obtain police information given the current issues. What about dispatch?

Diana moved to accept as written and request Les to move forward. Bryan seconded. Al-aye, Bryan-aye, Diana-aye, Larry-aye, Gary-aye, Maria-aye, Les-aye, Hugh-aye, Bill-aye

Approved 9-0

Hugh provided written information/communication to the Town. Dispatch issues (regional) discussed. Along with costs potentials to the Taxpayer including Stow land costs. Missing traffic study. The housing board discussed the Stow road site and to have a meeting with the SB and the housing trust and the housing board for an open discussion. Les reminded the group that there is a pre-existing document describing the process for sale back to the Town.

Al indicated that the Housing Board created a sub-committee to value the land. The subcommittee documented that there are 8 buildable acres. \$157,000 per acre or \$1,059,136 and ok paying over a number of years but negotiations are to follow. Diana raised the MBTA commuter local access and indicated that we need buy-in regarding needs and cost.

Al Murphy moved that the BBC chair request the SB have a meeting with the Housing trust and Housing board on cost of the land and Bill Litant seconded

Al-aye, Bryan-aye, Diana-aye, Larry-aye, Gary-aye, Maria-aye, Les-aye, Hugh-aye, Bill-aye. Owen-aye

Approved 10-0

Proposal that Les, Gary, Jason, Larry to be the review team for the submittals, but not accepted. Comments can be sent to Rajon for accumulation and passed to sub-committee. Pushback on scheduling as committee. The process to review submittals is a public review. Background checks are pretty straight forward per Captain Malinowski and Chief Fillebrown. Preference is to have the entire committee perform the interviews.

Next meeting is September 28

Traffic study discussion. Gary asked why the Toll Brothers study cannot be used. Issue is not the road, but the turning from Stow Road to 111. Would need funding for the design to include traffic, turning radius, traffic lights. Jason will find/obtain the data (e.g. emergency vs. non-emergency) based on the kind of data used for Southborough.

Diana moved to adjourn and Les seconded

Al-aye, Bryan-aye, Diana-aye, Larry-aye, Gary-aye, Maria-aye, Les-aye, Hugh-aye, Bill-aye. Owen-aye

LIST OF EXHIBITS:

1. BBC minutes for June 29, 2022
2. RFQ document and contract