



## TOWN OF BOXBOROUGH

**BOARD/COMMITTEE:** Boxborough Building Committee  
**MEETING DATE:** August 25, 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:** Les Fox, Gary Kushner, Ling Chen, Al (Ralph) Murphy, Owen Neville, Diana Lipari, Hugh Fortmiller, Bill Litant, Than Stuntz, Bryan Lynch (~7:30)

**Missing:** Becca Edson, Larry Grossman

**Non-members:** Warren Ryder, Paul Fillebrown, Keith Lyons, Channing Wagg, John Lyons, Cheryl Tian, Carol Driscoll, Mary Ann Brown, Joan Blaustein, Barbara Salzman, Elizabeth Nichols, Jason Malinowski, Elaine Olmstead

Meeting called to order at 7:01 by the chair, Les Fox

Minutes of April 28 reviewed and moved by Bill Litant and Hugh Fortmiller seconded Owen Neville-aye, Gary Kushner-aye, Al Murphy-aye, Diana Lipari- aye, Hugh Fortmiller-aye, Ling Chen-aye, Bill Litant- aye, Than Stuntz-aye, Les Fox- aye 8-0

The website was updated with two (2) documents. One being “72 stow road site history and value package” along with the “MOU” approved in 2012, between BOS, Housing board and Trust. MOU indicates that the Town can work out the details if housing is not built.

The site feasibility study was posted including the material that can be removed. Amount of material that can be removed is not resolved. No ledge found to date in the various holes dug.

Funds were originally approved at the 2018 ATM for \$100,000 and tracked by the Town accountant. Funds were utilized over the years for various sites as they were investigated with \$35K on Stow site. ~\$15-20K available.

The constraint site document was not discussed but mentioned. Drawing shown from the constraint study. Public safety building near Stow Road with a potential 5K to 10K Town building, with leach field behind and wells on pan handle. Zone 2 can encroach on other properties, but there are protections like hazardous waste. Zone 1 must be within town property unless legal agreements with other property owners where encroachment occurs. Well heads must be 50 feet apart. Discussed if 3 well heads would allow smaller zone 1 areas, but potentially limited return. If deactivated well (former Market Place) was brought back on line we do not know the potential issues. There are smaller private water and septic systems, but not an issue for planned site. Bill asked if the CAD files will be available, and Les will ask. Gary expressed opinion of keeping the public safety building close to Stow Road. Owen indicated that if a community center is not built then the wells could be smaller. Keep trees as much as possible along Stow Road. If go with option C then building is turned 90 degrees to minimize visual impact, but only allows one entry for apparatus. Recreation fields in the panhandle would require tree clearing and be about 20 feet below level of building.

Les asked Bryan Lynch about zone 2 with current well that is listed as deactivated. Channing commented on the limitation of the building size. Need to determine the size and location before much more work is done. Currently using the Southborough outline which is 35,000 sq feet as a rough approximation, but we do not have the full size determined yet. The original space needs requirements were around 35,000 sq feet.

Discussion on time frame and when to go to the Town for approval and what options including fire, police, or public safety

Need to redo the space needs requirements for fire, police, and dispatch. The Fire chief did redo the fire space needs.

Joan Blaustein introduced herself as a new resident and asked if site is only site. Asked about PARE report. The Town dug the holes and PARE was onsite to review holes. Reminder that everyone is welcome to walk the site. Reviewed history: approximately 14 sites reviewed and rejected for many different reasons. Comment made that we should not include the community center as it is causing issues.

Owen moved that the group will not include a community center in the current planning and seconded by Gary Kushner.

Bill Litant abstained from discussion as a rep of council on aging

Owen Neville-aye, Gary Kushner-aye, Al Murphy-aye, Diana Lipari- aye, Hugh Fortmiller-aye, Ling Chen-aye, Bill Litant- abstain, Than Stuntz-aye, Les Fox- aye, Bryan Lynch-aye

## **Correspondence**

Letter from Keith Lyons discussed regarding property on Mass Ave. the original BBC reviewed site and determined that the site was not possible. There are a number of zone 1 wells on the site. Town Planner wrote a memo that indicated that the site was not conducive to a building. Than asked that the Town Planner memo be added to

documents. Diana commented on the size of the buildable land of 2 acres from Town Planner versus another view that indicated 5 to 6 buildable acres. Al indicated that there should be a 3<sup>rd</sup> independent study. Les asked about the use of the road once Enclave is completed. Further discussion regarding 3<sup>rd</sup> party review. Gary K stated his opinion that we need a public safety building and not 2 separate buildings at two different locations. Hugh asked for the landowner to provide documents to the Town and not for the Town to pay for a study. Channing commented on changes for public safety. Than suggested a motion could indicate that we proceed with the current information, but if additional information comes forward then could review and take another look.

Les reminded committee that the charter is based on 72 Stow unless another site is timely available.

Les summarized the discussion. Need to keep moving and about 4 months behind our original schedule. Continue to evaluate Stow Road site. Remove community center. The committee is open to a proposal by John and Keith Lyons, but continued to focus on the Stow road site. Notified the Lyons group regarding the Mass Avenue site on a concrete proposal including cost, size and position and the Lyons group agreed to do so.

Consensus to move forward with Stow; project could be derailed if a different site is chosen.

**Citizens concerns – none**

Next step is the design phase and refinement of the space study needs. Current space is well below minimal standards. Meeting room needed?

Comment made that should the committee include a member of Stow Road abutter. Hugh asked about the renters on Mass Ave.

Would need an owners project Manager to help hire an architect. Prior to going to ATM we could bring in a consultant to help guide/advise us in regards to an OPM and architect. Would need to draft a scope of work to hire a consultant. Jason commented that many other towns use OPMs directly without hiring a consultant. RFQ is required. How to select? All committee score or other ways to identify an OPM.

Still discussion on fire vs. public safety.

Working on amount of dollars left and being worked with Carter (Town Administrator). Seeking public opinion on right size, but instead would town support public safety vs. fire or police. Need to review assumptions on right size. Will need some monies to review engineering study from Lyons team. Joan asked about commercial development. Both chiefs commented on the changes in the Town and their needs based on calls. Police currently have 20 in the building including officers, admin, dog officer, and dispatch. The demand for public service is not only population based.

Federal monies are being made available for a number of programs. Les suggested that the Town submit a project proposal at an estimated cost of \$199,520 for well development with \$131,840 for design, engineering, permitting, testing and oversight and \$67,680 for well construction and acceptance testing for public safety or affordable housing. Money must be spent by December 2024 with the proposed calendar showing 2023. Submittal required by September 7<sup>th</sup> 2021.

Les moved and Owen seconded.

Al indicated that the housing board has discussed. Could we include the septic system in the proposal? Al indicated that this was discussed but didn't know the actual location and if housing then could be anywhere. Diana and Les would have to reclude themselves if Select Board does review and vote.

Owen Neville-aye, Gary Kushner-aye, Al Murphy-aye, Diana Lipari- aye, Hugh Fortmiller-aye, Ling Chen-aye, Bill Litant- aye, Than Stuntz-aye, Les Fox- aye, Bryan Lynch-aye

Communication work needs to be continued

Next meeting is September 22 at 7PM

Gary asked when the SelectBoard will review the cases. Gary will talk with Carter about the FinCom reviewing the submittals.

Gary moved to adjourn and Diana seconded

Owen Neville-aye, Gary Kushner-aye, Al Murphy-aye, Diana Lipari- aye, Hugh Fortmiller-aye, Ling Chen-aye, Bill Litant- aye, Than Stuntz-aye, Les Fox- aye, Bryan Lynch-aye

Adjourned at 10:08

#### **LIST OF EXHIBITS:**

1. BBC Agenda for August 25, 2021
2. Minutes for April 28, 2021
3. Constraint study site illustrations
4. MOU between Town departments including Housing and BoS
5. ARPA project proposal
6. Keith Lyons letter (discussed, but not shown)
7. Charter (discussed, but not shown)
8. Planner's Jan 28, 2021 memorandum on 700 Mass Ave

