

**Meeting Minutes**  
**Marshfield Senior Ctr. Expansion Committee**  
**Meeting Date: 9-Mar-20**  
**Meeting Time: 9:00:00 AM**

**Attendees:** Tony Bullock - Assistant Facilities Manager, Matt Currie, Sheila Gagnon - Co Chair, Carol Hamilton - Director, Michael Maresco - Town Administrator, Dan Pallotta - OPM, Fred Russell - Facilities Manager and Bill Scott - Co-Chairman.

**Permitting:** A quick discussion on timeline and permitting. Administrator Maresco informed the group that the project qualifies for expedited permitting (Joint Hearings) The Goal is to have bids in hand by late August. P-3 and CBA to coordinate a schedule.

**Site Conditions:**

The Committee discussed the existing site and concerns about access during construction. CBA acknowledged and will develop in design plan. The Committee indicated that bids were out for the parking lot development occurring on the vacant parcel across the access drive. P-3 and CBA will receive plans via Town. CBA wanted expedited survey and Geotech. P-3 will contact surveyors and will price out geotech upon receiving a geotech layout plan from CBA. There was discussion of having the Conservation Agent flag the Wetland so survey can tag. P-3 to follow up with the Conservation Agent.

**Design:**

CBA was asked to meet with Director Hamilton to review the program that generated the expansion design that was voted at Town Meeting. The Program will be slightly altered but the concept and size cannot grow greater than the size presented to Town Meeting. CBA will begin space planning and present at the next meeting. Information on perimeter loop and boiler capacity needed for addition, HVAC operations to be SIMPLE not complex. CBA acknowledged.

**Motion to Adjourn:**

There was a motion to adjourn by Matt and Seconded by Mike. Motion passes.

**Next Meeting:**

The next meeting will be March 23, 2020 at 9:00 AM.

Respectfully Submitted,

Dan Pallotta, OPM P-3