

**Meeting Minutes**  
**COA Marshfield Senior Ctr. Expansion Committee**  
**Meeting Date: 4-23-2020**  
**Meeting Time: 10:00 am**

**ATTENDANCE:** Curtis Edgin - Architect, Matt Currie - at large, Peg Davis - Liaison Capital Project Building Committee, Patrick Dello Russo - Town Treasurer, Sheila Gagnon - Co Chair, Carol Hamilton - Director, Michael Maresco - Town Administrator, Dan Pallotta - OPM, Fred Russell - Facilities Manager and Bill Scott - Co-Chairman.

**Absent:** Tony Bullock (on service call)

**CALL TO ORDER:** Mr. Scott opened the virtual meeting help via "Zoom" at 10:03 AM.

**APPROVAL OF MINUTES:** The minutes of the March 9 2020 meeting as prepared by D. Pallotta and distributed on e-mail by Carol Hamilton on April 21 were approved by unanimous roll call vote (not voting Davis –late joining meeting; Bullock – absent).

Mr. Scott asked any non-committee members to hold question, if possible, until he initiated an open question period, and invited the OPM to report.

**OPM UPDATE:** Mr. Pallotta updated the committee on project management activity, repeating that the building addition stay within the pre-approved size. Mr. Pallotta noted that CES our mechanical electrical and plumbing designer has visited the site. An update will be shared with the committee at the next meeting.

**UPDATE OF SCHEMATIC DESIGN:** Mr. Edgin of Caolo & Bieniek walked us through a series of Power Point slides showing the map of the site with an overlay of the original proposed building site and the revised building siting. The revised site allows for clearance with existing underground support systems such as water runoff and septic and improves the visual joining of the new to existing building. He presented floor plans for 1<sup>st</sup> and 2<sup>nd</sup> floors with alternatives. There were discussions on: loss of parking spaces, access by Fire/medical and bus type vehicles, noise transmission, a covered arrival portal for inclement weather, elevator size, roof lines (snow caused leaking), window placement, including dormers, natural light, installation of balusters/guard rails to protect the building and egress.

Mr. Scott then asked all participants to raise any questions or observations they had. At this point we expect that Mr. Edgin will have the plans with the third option for the second floor including Ms. Gagnon's suggestion for aligning the noisy room on the 2<sup>nd</sup> floor reading for finalization.

**NEXT MEETING:** The next virtual meeting will be **Thursday May 7 at 10:00AM via Zoom.**

**Motion to Adjourn:** Mr. Scott recognized Ms. Gagnon who offered a motion to adjourn seconded by Mr. Currie to adjourn which was done at 11:10 AM by a unanimous voice vote.

Respectfully Submitted,

Bill Scott and Carol Hamilton