Community Center Building Committee
Meeting Minutes
800PM
Monday, February 10, 2020
Dover Town House / Selectmen Meeting Room

Members Present: David Billings, Luciana Burdi, Sam Cole, Barry Goldman, Terry Sobolewski, Ford Spalding & Ruth Townsend
Non-Voting Members Present: Gordon Kinder (Warrant Committee) & Bob Springett (Board of Selectmen)

Call to Order

Ford Spalding opened the meeting at 8:00pm

Regular Business

A) Committee Introductions

B) Election of Chair & Minutes Recorder: Ford Spalding was nominated and seconded. No other nominations. Election was unanimous. Ford Spalding agreed to serve as Minutes recorder.

C) Owners Project Manager (OPM) update: The Selectmen appointed to the OPM Sub-committee: Billings, Burdi, Goldman & Spalding to assist Chris Dwelley (Dover Town Administrator) with the procurement process. The Request for Qualifications was posted January 22. OPM site visit was January 29 with 8 companies present. OPM responses are due February 12. The sub-committee will meet February 24 to short-list the candidates. March 3 & 4 Finalist will be interviewed, and a recommendation made by the sub-committee. On March 19 the Selectmen will receive the recommendation and will vote on that recommendation to accept or reject it.

D) Four "Guardrail" issues were introduced and discussed:
1) Tax-exempt treatment of Bonds used to fund public construction of municipal buildings as related to "Private Activity Tests" which may affect the tax status of the bonds. This relates to the current licensee status at Caryl. The Committee will request that the Selectmen contact Bond Council requesting a letter that reviews this issue based on the current use at Caryl when we issue bonds to fund the construction. And, that the Selectmen, meet with the current licensees to understand their intentions to remain or depart the community center if and when renovation or new building takes place.

2) The parameters set out in the presentation voted at the October 17, 2019 Special Town Meeting are the "Guardrails" for the building project. For Renovation a $10mm basic & a $13mm enhanced renovation was presented. For a New building a 10,000 sq ft building that meets current needs & a 18,000 sq ft building that allows for additional space was presented. $13mm total cost was presented for both, Renovation & New.

3) The Committee should look at how the Town House & Whiting Road buildings are used and to understand how the three buildings may be able to coordinate and complement community use.

4) For a New facility the committee should focus on what other communities provide in their community buildings to provide for community opportunities and socialization. This is a space design issue based on current and future anticipated activity use. We must always be concerned about the willingness of Dover citizens to pay for the construction of the facility. Additional special requests outside of the "Guardrails" should be treated as a la carte options.

E) Additional Options to consider: Program definitions for activity space. Maintenance & Lifecycle costs. The septic system and "sewage" pipe.

F) Committee business: Remote participation must be requested 24 hours prior to the posted meeting to Ford Spalding. A quorum of the Committee must be present at the meeting. Roll call votes with remote participation members must be made. / Ford Spalding will investigate Dover Gmail email accounts and he will report back to the committee.

Future Meeting Dates (6:30pm on the 2nd & 4th Monday of the month)

February 24 @ 6:30pm	OPM Sub-committee / Short-List OPM Candidates
March 3 & 4 @ 6:30pm	OPM Sub-committee/ Interview & Recommend candidates
March 9 @ 6:30pm	Building Committee Meeting
March 19 @ 6:30pm	OPM Sub-committee / Selectmen Meeting to Vote on OPM
March 23 @ 6:30pm	Building Committee Meeting w/OPM
April 13 @ 6:30pm	Building Committee Meeting
April 27 @ 6:30pm	Building Committee Meeting

Adjournment

At 8:55pm, it was moved and seconded to adjourn the meeting.
The motion was approved unanimously / quorum vote.