Town of Brookfield
6 Central Street
Brookfield, MA 01506

Municipal Facilities Planning Committee

Minutes
6:30 Wednesday, February 8th, 2012
Location: Elementary School Conference Room

Members Present:
Stephen J. Comtois II
Donald Faugno
Linda Lincoln
Peter Martell
Roger Mundell Jr.
Jeanne Myers
Carol Plumb
William R. Simpson
Don Taft

Members Not Present:

Citizens/Guests Present:
David Holdcraft

The meeting was called to order at 6:30 pm by Mr. Comtois followed by the Pledge of Allegiance.

Previous Minutes

Jeanne Myers motioned to approve the minutes of 1.27.12. Mr. Taft seconded the motion. Mr. Comtois pointed out that the minutes had the incorrect weekday. The minutes were unanimously accepted with the correction by Mr. Comtois.

Police Station Discussion

Mr. Taft reported that he had gathered more information on historical calls to service by a couple years, and also reported that the annual reports did not include the calls for service until the last decade.

Mr. Taft also reported that he had not heard back from the representative from Reinhart Associates for cost confirmation for the police station.

Mr. Comtois moved that further discussion about the Police Station could wait until more information was gathered from Reinhart Associates.

Town Hall Discussion

Mr. Simpson and Mr. Taft reported on their investigation of the options for the Town Hall elevator.

Below is a the report composed by Mr. Taft.

TOWN HALL

BILL SIMPSON AND I HAVE DONE A COUPLE OF WALK AROUNDS OF THE TOWN HALL TO LOOK AT AND IDENTIFY THE BEST POSSIBLE LOCATION FOR THE ELEVATOR, WHICH WE FELT WOULD YIELD THE MOST BENEFIT AND FLEXIBILITY FOR THE LEAST COST AND WITH LEAST IMPACT ON THE EXISTING HISTORIC STRUCTURE.

OUR CONCLUSION IS THAT AN ELEVATOR LOCATED WITHIN THE FOOTPRINT OF THE EXISTING BUILDING IN THE SOUTH WEST CORNER WOULD MEET MOST OF THE NEEDS AND CONDITIONS NOTED ABOVE. AN ELEVATOR LOCATED IN THE ROOM IMMEDIATELY ON THE LEFT AS YOU ENTER THE TOWN HALL COULD SERVICE THE BASEMENT, FIRST AND SECOND FLOORS AND POTENTIALLY THE BALCONY OF THE BUILDING. EXTENDING THE ELEVATOR TO INCLUDE THE BALACONY WILL REQUIRE THE CONSTRUTION OF AN ADDITIONAL (+/-) SIX FEET OF MASONRY AND ROOF MODIFICATIONS. IT APPEARS THAT TO INCLUDE AN ELEVATOR TO REACH THE THIRD FLOOR (MASONIC LODGE) WOULD INVOLVE SIGNIFICANT ADDITION COSTS WHILE YIELDING ONLY LIMITED BENEFIT (SINCE THE THIRD FLOOR HAS LITTLE USEABLE FLOOR SPACE).

ON WEDNESDAY 2/1/12 I TALKED WITH A FRIEND OF MINE THAT WAS THE TOWN BUILDING INSPECTOR FOR THE TOWN OF MEDWAY.

- WITH REGARDS TO HANDICAPPED ACCESS TO EITHER THE STAGE OR THE BALCONCY OF THE GREAT HALL. HE SAID THAT YOU COULD SUBMIT A REQUEST FOR A VARIANCE FROM THE AAB TO NOT PROVIDE ACCESS TO THESE TWO AREAS ON THE BASIS THAT IT IS NOT ECONOMICLYY FEASIBLE. HE SAID THAT AS LONG AS THE GREAT HALL ITSELF IS ACCESSIBLE AND THERE IS NO INTENDED WORK INCLUDED FOR EITHER THE STAGE OR THE BALCONY HE WOULD SEE NO REASON WHY WE WOULD NOT GET THE VARIANCE, IF NEEDED.

- AS A SUGGECTION FOR THE STAGE HE INDICATED THAT AN ADA COMPLIANT LIFT COULD BE ADDED SEPERATELY (NOT AS AN ELEVATOR STOP) TO PROVIDE ACCES TO THE STAGE FOR RELATIVELY LITTLE COST.

- AS FOR THE THIRD FLOOR HE SUGGESTED PREPARING A SATEMENT AND HAVING OUR BUILDING INSPECTOR CERTIFY IT THAT THIS SPACE WOULD ONLY BE USED FOR STORAGE AND NOT OFFICE SPACE

- HE SAID THAT THE BIG ISSUE ON ANY RENOVATION WILL BE THE THREE YEAR ACCUMULATIVE REPAIR COSTS WHICH WILL MOSTLIKELY EXCEED THE VALUE LIMITS OF THE TOWN HALL AND ANYTHING OVER THAT LIMIT WILL KICK IN IMMEDIATE CODE COMPLIANCES REQUIREMENTS.

WE ALSO LOOKED FOR THE OCCPANCY LIMIT CERETIFICATE FOR THE BUILDING (WHICH WE COULD NOT FIND) HOWEVER I WILL CHECK THE STATE PLUMBING CODE TO DETERMINE THE BATHROOM FIXTURE REQUIREMENTS FOR AN ASSUMED BUILDING OCCUPANCY OF +/- 500 PEOPLE.

- NUMBER OF TOILETS
- NEMBER OF HANDICAPPED TOILETS
- NUMER OF URINALS
- NUMER OF SINKS
- NUMBER OF HANDICAPPED SINKS

------- End of report from Mr. Taft.

Mr. Simpson requested that each person indicate their opinion on the elevator location presented. Everyone on the committee expressed a positive opinion about the location mentioned with the exception of Mr. Faugno.

Mr. Faugno pointed out that the need for office space, storage and bathrooms was so important that loosing access to the third floor would be unacceptable.

Mr. Faugno presented another option of placing the elevator in the location of the bell tower with access to all floors including the Mason's Hall with the possibility of a phased approach. With one option for the phased approach Mr. Faugno presented the idea of installing the elevator and including the minimum amount of repairs to the building to meet the ADA and building code requirements with no significant change to the current office space.

Mr. Holdcraft pointed out that if the elevator was installed, and the project did not included the necessary building changes to use the great hall, than the townsfolk would not approve of the plan.

Linda Lincoln pointed out that the offices needed serious attention and any plan that did not include the renovations to the offices would be a difficult to accept.

Mr. Comtois requested more cost estimates for the proposals.

Mr. Simpson reported that his research into financing options had not yet yielded results and he was waiting on calls back from Jim Lavin at USDA and the West Brookfield Police chief. Also, he had read up on the requirements for requesting a debt exclusion, which would be required for borrowing the amount of money needed for either project considered.

Mr. Comtois indicated that at the next meeting hopefully they would have more information on the financing options and would also have some of the possible costs for elevator locations provided by Mr. Faugno.

Next Meeting

The next meeting was scheduled for 2.22.12 at 6:30pm at the Town Hall.

At 7:50pm Jeanne Myers made a motion to adjourn. Mr. Taft seconded the motion. The committee unanimously adjourned.

Respectfully submitted,

William R. Simpson

Approval:

These minutes were unanimously approved at the meeting of February 27th, 2012.