

Longmeadow Building Committee Meeting Minutes
03/10/20 7:00 P.M. – Police Station Meeting Room

Members Present - Marybeth Bergeron, Mary Beth Morris, Tom Ewing, Jim Moulton, Vincent McPartland

Other Attendees: Peter Landon (Resident)

1. **Resident Comments-** Peter Landon mentioned that he was on original Charter Committee and the current committee that just finished Charter review this fall. Marybeth Bergeron (MBB) invited him to speak during tonight's meeting on a limited basis. Peter also spoke about the Wolf Swamp Athletic Field project and how he'd like the building committee to get involved. MBB previously spoke with Peter about the project and some of her concerns, and also mentioned that there are 3 small buildings on the plans.
2. **Approval of minutes of 2/10/20** – Motion by Jim Moulton (JM) to approve, seconded by Vincent McPartland (VM) - approved unanimously.
3. **Committee Original Charge / Charter Review**

Peter Landon said that the Charter Review Committee recommended to the Select Board that the Permanent Building Committee (PBC) be in the Charter because of the stature of the committee. In order to add the PBC to the Charter, it must be approved by the Select Board, and possibly Town Meeting. Richard Foster (Select Board) thought it would be better to update existing 2017 document of the committee's charge, and simply follow up on policies and procedures. Peter mentioned that other options include creating a bylaw or administrative code. A bylaw is more complicated due to Town Meeting requirements. The IT function is the only administrative code that currently exists.

Following the Charter Review Committee recommendations, the Select Board wants to know more about what the PBC does. MBB suggested that the committee put something together and leave the format up to the Select Board (i.e. charter, bylaw, other).

The committee discussed the original charge, and also the Town of Weston PBC bylaw that Peter Greenberg had distributed. The committee members decided to use Weston's bylaw as a starting point in developing a document for submission to the Select Board. MBB mentioned that if the PBC had been involved more intimately on the two ongoing construction projects it likely would have saved the town some money (ACM issue at DPW site and FF&E missing from bid documents for Adult Center). The committee developed the attached document for internal review before it goes to the Select Board.

4. **New Business**

VM suggested scheduling walk through of ongoing construction projects. MBB will do this.

Tom Ewing (TE) said Town Manager mentioned getting grants for solar. TE doesn't recommend solar on Adult Center roof but it will work well on DPW. He suggests considering solar for parking lots, in islands for example. MBB said the parking diagram can be reviewed at the construction meeting tomorrow.

MBB said at a future meeting the committee should discuss what needs to be done at the existing DPW site on Pondsider. Perhaps solar is a fit on that site. At some point the committee should also discuss with the Town Manager what happens with space at Greenwood when new Adult Center opens.

VM mentioned Ludlow is building new senior center and they're having fundraiser sponsored by local restaurant. MBB said we are in quiet phase of fundraising but more will be happening soon.

5. **Adjourn** - MBM moved to adjourn, VM seconded and it was approved unanimously.