

Scituate Adaptive Building Reuse Committee
Meeting Minutes - 12/17/2015
Meeting Location: Town Hall/DPW Office

Attendees: Al Bangert, Maura Dawley, Bob DeLorenzo, Larry Guilmette, Stephanie Holland, Gordon Price, Karen Pritchard (chairperson)
Absent: Patricia Lambert

1. Meeting was called to order by Karen
2. Meeting minutes for 11/5 meeting were reviewed and accepted. Motion by Al to accept and Maura Dawley seconded. Unanimous vote to approve by committee. Meeting Minutes for 10/19 were reviewed by committee. Gordon motioned to accept, Maura seconded. Committee unanimously approved minutes.
3. Discussion on results from RFP to select design firm for adaptive reuse study: Al reported that two firms have submitted proposals . The two bidders are Durkee Brown and Sterling. Al noted that the Durkee Brown proposal included a second firm that would partner with them - this firm has specific expertise in designing senior centers, while Durkee Brown's expertise is in adaptive reuse design. Gordon asked if this approach is typical of design proposals. Larry, Stephanie, and Karen responded that it was typical and usually preferred by clients since it brings broadest expertise to a project. Al had read the proposals and felt that the Durkee Brown submission was superior but that Sterling's proposal also had merit - particularly with their expertise in senior center design. He suggested that we interview both firms on January 7th. Karen to confirm availability of BOS Meeting Room or GAR Hall. Al will invite both firms to the meeting.
4. Communications Strategy: Bob talked about a proposed Communication Plan. He proposed that it is critical to establish awareness of the committee's work broadly in the community by utilizing all media means available - print, public meetings, social media, etc. He continued that we need to establish the right "tone" and package the information so that we do the best job of stating the facts/story for broad communication. Once we select a design firm for the blocking analysis, we need to update the Board of Selectman. (Karen to call P. Vinchesi about 1/20 meeting agenda. Will also discuss the policy for us of Facebook as a means of publishing information). Following that, we would like to hold a public forum (possibly February 6th) to invite citizens to share ideas about the future use of Gates School and the Town Hall complex. We also anticipate having another forum once the design firm finishes their analysis to refine options. (Bob's draft schedule and presentation are attached to these minutes.)
5. Old Business: Karen to follow up with P. Vinchesi to find out if there are any encumbrances on the playing fields at Gates
6. New Business: Will talk to the Assessor and Finance Director to determine long term tax benefits of options that we consider.
7. Larry motioned to adjourn. Stephanie seconded.