

## **Caryl Community Center Committee Sub Committee Meeting Minutes**

**Date:** January 7, 2019 @ Caryl Community Center Room 108 @ 7:30am

**Attendees:** Committee: Amy Collins, Rich Forte, Terry Sobolewski, Ford Spalding & Bob Springett  
Other: Don Mills, Carl Valente, Kathy Weld & Karl Warnick

Meeting was called to order by Ford Spalding

Ford introduced the Mission of the Committee and the purpose of the meeting: To determine if the Committee had compiled the full list of improvements identified in past work needed to fully renovate Caryl, to ask for updated cost estimates if necessary and to help the Committee understand the scope of any additional work that should be done to complete a full renovation of Caryl assuming the facility would continue in use as a Community Center.

Don Mills discussed several differences between his previous reports and the work he identified as necessary with the work identified as necessary to complete in the On-Site Insight Report of 11/27/18.

With respect to deferred maintenance items listed in the On-Site Insight report Mr. Mills indicated;

- Some costs related to egress repair should be eliminated. Specifically relating to the gym exit, the exit itself should be eliminated rather than repaired.
- Additional clarity should be sought regarding how unlicensed common rooms will be addressed.
- A full elevator may not be necessary, and the building may be better served with a limited-use/limited-access system in conjunction with a separate, accessible entrance to the gym.
- Pneumatic controls on the boilers should not be updated but rather replaced with new technology, and the unit ventilators should be replaced with exchangers.
- For the sprinklers, the need for water storage and pump should be evaluated.

With respect to a full renovation, Mr. Mills suggested the committee consider:

- More optimal usage of the Mezzanine Level.
- Replacement of windows with solutions that would be much more in character with the building and town. Are the windows esthetically an issue or do the windows need upgrading?

- Re-evaluation of HVAC and other energy solutions which might include geothermal, all-electric heating, an oil-fired condensing boiler, and solar.
- Expanded flexibility for changing room sizes given construction of the non-load bearing walls must be addressed. Load bearing walls need to be identified.
- Simple and attractive options for constructing a front atrium/vestibule area which could dramatically improve the look and functionality of the front of the building.
- Type of Kitchen (warming or full industrial) needs to be determined as well as future location depending on renovation plan.

We then mutually discussed improvements that were considered in a “Base/remediate” project including boiler replacement, full HV replacement, asbestos removal and potential heating options, i.e. oil, gas, propane & green initiatives. Then moved on to a discussion of “full renovation”. Mr. Mills past work included recommendations to renovate the library, including the mezzanine, update the kitchen, identified the need to install a sprinkler system including a water storage tank and agreed that the septic system and windows should be evaluated.

The committee asked Mr. Mills several questions on specific items to clarify differences in the data collected. The Committee was particularly interested in understanding the extent to which Caryl’s physical structure could be modified. Mr. Mills indicated that there was the ability to modify some internal structures, but that work would increase costs. He also stated that one of the benefits of the building was that there were rooms of various sizes that could accommodate a variety of activities.

There was a discussion about creating “Guiding Principles” to base our work on. Mr. Sobolewski provided some examples such as;

- Green Community – remaining consistent with the town’s commitment by considering energy retrofits (energy efficiency measures) and new energy investments (solar, geothermal, etc.) that meet target payback periods.
- Sustainability – in operations, fully utilizing recycling, composting and other waste management practices and in design/construction, fully utilizing recycled or sustainable materials.
- Value-driven design – ensuring all features and functions are value-based and optimized (based on specific architectural and financial guidelines).
- Inclusion & Diversity – beyond accessibility, ensuring all potential stakeholders find the space welcoming and usable for the diverse interests and activities of the community.

The Committee discussed its objective - to try to determine what the town would be willing to spend on a Community Center facility before going into a design/build process. Mr. Mills thought that we probably have enough information to present the town with renovate/build

options with not to exceed, conservative, total cost estimates without the need for significant professional help.

The meeting adjourned at 8:55am

Respectfully submitted

Ford Spalding