

DPW Facility Committee Meeting

Meeting Minutes

Meeting Date and Time: Tuesday, February 28 – 7:00PM

Meeting Location: Longmeadow High School

Committee Members Present: Mary Beth Morris, Mary Pat O'Connor, David Horowitz, Arlene Miller, Ryan Shanks, David Appleman

Committee Members Absent: Chris Cove, Doug Jangraw, Peter Greenberg

Other Attendees Present: Stephen Crane (Town Manager), Mario Mazza (DPW Director), Mike Richard (Weston & Sampson)

Public Visitors: Doug Sarnelli

Vice Chairman Miller opened meeting at 7:02 PM

Open session

1. Resident Comments – there were no comments

Old Business

1. January 24, 2016 Minutes – Mr. Appleman moved and Ms. O'Connor seconded to accept the minutes as presented. Motion passed.

New Business

- DPW Pre-Town Meeting Deliberative Forum April 11th Preparation
 - Mr. Crane asked that we Save the Date!
 - Mr. Crane emphasized the importance of staying consistent with our message.
 - Mr. Crane noted that appraisals are pending and he's comfortable that the range of expected costs is satisfactory as compared to our expected costs
 - **We'll add an executive session for the next meeting to discuss the appraisals**
- Meeting with Finance Committee March 8th or 15th
 - Many of the Committee will attend the meeting
 - We'll note that we will have a quorum & will announce as much on the meeting notice
- Discuss Use of Social Media to inform Town of progress and spring vote
 - W&S presented Mr. Shanks' subcommittee efforts as they relate to social media & we spent significant time discussing the communication needs for the project including:
 - We received a copy of a pamphlet that explains the project
 - We're looking for media content to include in our communications
 - An example of media from the October 2011 storm:
https://www.youtube.com/watch?v=JXC_7fz21_Q
 - Ms. Miller noted that communication needs to be a culture

DPW Facility Committee Members

Christopher Cove - *Chairman*
Arlene Miller – *Vice Chairperson*
Dave Appleman - *Clerk*

Mary Beth Morris
Dave Horowitz
Peter Greenberg

Mary Pat O'Connor
Doug Jangraw
Ryan Shanks

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Meeting Location: Longmeadow High School

- Mr. Appleman & Ms. Miller asked for additional information regarding project costs
- We discussed the likelihood that Town Meeting will be two nights – May 9 and May 10
- W&S estimates \$14,779,000 for the project (\$17,868,000 including soft costs)
- W&S has an outside, independent estimate of \$15,167,000 (\$18,255,889 including soft costs noted above)
- Ms. O’Connor noted that the Soccer Association voted to promote the project
- Ms. Miller provided a list of questions developed by the sub-committee
- We also discussed having Mr. Mazza and Ms. Miller do a “This Old DPW”:
 - https://www.youtube.com/watch?v=_5aYK-snPm4&t=2056s

- Permanent Town Building Committee Update
 - New committee members have been appointed by the Select Board. Mr. Crane indicated that this committee will likely be dissolved after the Town Meeting.
 - Mr. Foster asked that this Committee stay involved with the permanent Building Committee.

- Confirm Date and Time for Next Meeting
 - Tentatively scheduled for March 14th at 7PM

Ms. O’Connor moved to adjourn, Ms. Morris seconded, motion passed unanimously

Respectfully,

David Horowitz