
M E E T I N G M I N U T E S # 3

**H.T. WING SCHOOL FEASIBILITY STUDY
33 WATER STREET
SANDWICH, MA**

Meeting Date: **April 1, 2015**
KBA #15001.00

PRESENT:

Bud Dunham	Town Manager (Town)
R. Patrick Ellis	Selectman (Town)
Jim Pierce	Selectman (Town)
Douglas Lapp	Assistant Town Manager (Town)
Michael Dwyer	Finance Committee (Resident)
Guy Boucher	Recreation Director (Town)
Ted Hamilton	Facilities Director (Town)
Blair Haney	Town Planner (Town)
John Juros	CIPC Chairman (Resident)
Michael McKeon	Kaestle Boos Associates, Inc (KBA)
Kristen Smith	KBA
David McKinley	KBA

COPIES:

Attendees

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Action By	The following items were discussed:
	New Business:
	3.01 Minutes from the last meeting were approved unanimously with one abstention (Mr. Pierce).
	3.02 Architects reported on draft existing conditions report, programming and presented drawings showing elevation changes in building, roof problem areas, and non-accessible toilet room and non-compliant ramps.
	3.03 KBA reported that while the MAAB could grant variances for the accessing the building, the Town would still have to make the entire interior of the building accessible if the use is changed.
	3.04 KBA reported that an estimate of a net cost of \$2.2 million would be needed to abate and demolish the building. This does not include indirect costs or any site demolition.
	3.05 KBA suggested that a video analysis of the waste plumbing lines be considered if the building or portions of it are to be identified for re-use – possibly storm water line as well.
	3.06 Town to request that the School Department provide utility and maintenance cost histories for H.T.Wing to help project what the cost of operating the building might be.
	3.07 KBA’s structural engineer and roofing specialist will visit the building on April 9th. They may request some selective demolition to inspect wall cavities and the condition of the roof.
	3.08 The Old King’s Highway Historical District Committee and Sandwich Historical Commission will be informed of the Outreach session on April 13 (and future public forums) and of the open Study Committee meetings to encourage their participation.
	3.09 A PowerPoint presentation of the existing building will be prepared for the April 13th forum. A draft version will be made available to the Committee by April 8th. Three boards will also be produced (Site, 1st floor, and 2nd and 3rd floors of existing building). Paper handouts of the site and building will also be available.
	3.10 Next Meeting shall be two hours prior to the Public Forum (7:00 PM) on Monday, April 13th (5:00 PM). The next Committee meeting will be on Wednesday, April 29th at 8:30 AM at the Town Hall.

The preceding document constitutes the items reviewed and the decisions reached at the Meeting. If you were present at the meeting and perceive a discrepancy with information given and this report, please notify KBA within 48 hours of receipt of this document.