
M E E T I N G M I N U T E S 0 2

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

Meeting Date: March 4, 2015
KBA #15001.00

PRESENT:

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

COPIES:

Attendees	
Jim Pierce	Selectman (Town)

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Action By	The following items were discussed:
	New Business:
	2.01 Minutes from the last meeting were reviewed and corrected. Item 1.12 was modified to read Library Director (Joanne Lamothe) and assistant (Katie Campbell) are also figures in the local Glass town cultural and arts district. Item 1.16 Cape Cod Tech was changed to Upper Cape Tech.
	2.02 Architects reported on programming meetings, building review and programming progress. KBA still needs to meet with DPW and library for their space needs.
	2.03 Senior Center needs show that approximately 15,000 sf are needed to meet the program already defined by previous study.
	2.04 The location of the Information Technology (IT) department was discussed. Options were Town Hall or future Public Safety Facility (due to generator and 24 hour surveillance).
	2.05 Discussion of using part of the building as a Warming Shelter. High School currently serves as a regional shelter. If Wing School was used as a shelter, it would require a backup generator.
	2.06 Committee requested to find out if Tectum Deck, in its currently deteriorating condition, poses a health threat. KBA to inquire.
	2.07 First Public Outreach meeting is tentatively scheduled for April 13, @ 7:00 at the Town Hall. The committee considered the idea of the architects acting as the moderators. Architects would present the present progress of the study, including the issues the building faces (access, structural, MEP), prior to opening up a discussion of ideas for the use of the building. Meeting is programmed to last between 1 ½ - 2 hours and would be broadcast.
	2.08 D Lapp noted that the Wing School deed specified that the land would have to be used as a school for a specified amount of time (40 years?) and that he feels this time limit has expired. To be confirmed.
	2.09 Town shall start to consider what will happen to buildings that will no longer be used if the Town offices are consolidated.
	2.10 Next Meeting shall be April 1st at 8:30 AM at the Town Hall.

