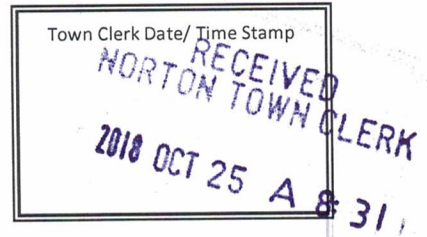


MINUTES

TOWN OF NORTON



Board/ Committee: Permanent Building Committee

Meeting Date: September 17, 2018 Time: 7:00 PM

Meeting Location: Break Room Town Hall, 70 East Main Street
Norton, MA

Members & Staff Present: Lukasz Wasiak, James Slattery, Mark Gershman, Robert
Medeiros, Kevin O'Neil, Michael Yunits

Public: See attached sign-in

The meeting was called to order at 7:00 PM and adjourned at 9:52 PM

Minutes from the September 10, 2018 were voted approved as written with R.
Medeiros in abstention

Meeting Motions / Actions and Summary of Discussions:

Discussion

Council on Aging Feasibility Study Update

Architect J. Bargmann, from Bargmann Hendrie + Archetype, Inc. (BHA), provided the Committee with an update on the COA Feasibility Study.

- BHA has signed the contract with the Town, Town needs to sign and issue executed contract.
- BHA is anticipating to be completed with the Study by March 15, 2019 in order for the Finance Committee to review prior to the May Town Meeting. A preliminary schedule was provided by BHA (attached).
- BHA has attended an initial meeting with the COA on August 10, 2018 as well as a Listening Session with COA membership on September 19, 2018.
- Site evaluations (test fit) for the new COA will be performed on sites identified and provided by the Town. This currently includes: 22 Summer Street, 140 West Main Street, and 47 Elm Street. The evaluations will review the various sites' ability to accommodate the building footprint, parking, access, etc. Pros and cons will be identified along with a criteria ranking matrix. The Study will identify the one site that best meets the needs of a new community /senior center.
- Dinah O'Brien was identified as the main Point of Contact between BHA, the COA and the Committee.
- BHA is preparing the questions for a survey to gather information regarding the current and future needs of a Community / Senior Center. BHA will also undertake a programming meeting with the COA Director and Board.
 - Survey development should be completed around the 2nd week of October for review by the Committee.
 - Survey is to determine the needs of the facility and not be site specific

- Survey will use multiple choice and fill in the blank questions
- Survey will be available to all Town residents
- Survey needs to reach current and future (residents currently 44-55 years old) COA users. This may be accomplished through the use of social media, public informational meetings, Norton Cable News, etc.
- The survey results will guide the development and layout of the building footprint.
- The main areas of any Center include: Programming; Socialization; Health & Wellness; Education; and Volunteerism
- Trends in Centers are to include multi-use areas, game rooms, kitchen, health screening, offices, confidential and counseling services. Town expressed interest in the Center also servicing as a shelter during times of natural disasters or disruptive events (power outages, storms, etc.)
- BHA indicated the only possible grants available relate to energy use / efficiency.

Site Selection

The Committee questioned the overall selection of sites to be provided by the Town. Town Manager to forward a full listing of the sites considered and those ultimately selected for inclusion in the Study. Town Manager provided an update on the 47 Elm Street location via a one-page Site Update from the EPA (attached). Town Manager confirmed the parking lot on the opposite side of Elm Street is included in the overall site. Selectman Kimball provided an overview of the sites being considered and that it would be good if one site could accommodate both the new COA and Town Hall. The Committee also expressed their desire to see intergenerational use of a combined facility and that a combined facility would save on operation and maintenance costs.

Town indicated the Elm Street Site will be acquired from Reed & Barton with the building still standing. Therefore the cost of building demolition should be included in the Feasibility Study(s). The actual cost to remove the building over the \$400,000 grant will be borne by the Town.

Town Hall Feasibility Study

Architect M. Viveiros, from DBVW made a presentation on the Town Hall Feasibility Study and the required steps / process to be undertaken. To date a kick-off meeting has been held with the Town Manager. DBVW has complied the information available on the existing Town Hall and has toured the facility. Next step is to meet with the Department Heads to review staffing, use of space, storage needs, operations, etc. This information will aid in the development of a space program.

- The Town Manager was identified as the main Point of Contact between DBVW, the Department Heads and the Committee.
- DVVW anticipates commencing with their services immediately and completing the Study by February 2019.
- Committee expressed their desire that both DBVW and BHA work collaboratively if any one site is identified as being able to accommodate both facilities such that an integrated approach can be developed.

Next Meeting(s):

October 16, 2018 (Tuesday), 7:00 PM

PBC Meeting Town Hall – Break Room
70 East Main Street, Norton, MA

October 22, 2018 (Monday), 7:00 PM

PBC Meeting Town Hall – Break Room
70 East Main Street, Norton, MA

November 19, 2018 (Monday), 7:00 PM

PBC Meeting Town Hall – Break Room
70 East Main Street, Norton, MA

December 3, 2018 (Monday), 7:00 PM

PBC Meeting Town Hall – Break Room
70 East Main Street, Norton, MA

December 17, 2018 (Monday), 7:00 PM

PBC Meeting Town Hall – Break Room
70 East Main Street, Norton, MA

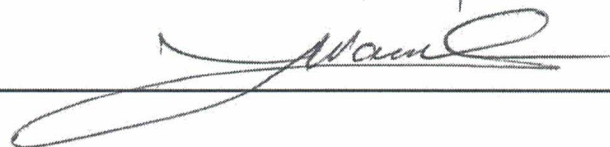
Minutes respectfully submitted by:

Mark Gershman

Minutes Approved by Committee on:

10/22/18

Chairman Signature:



PERMANENT BUILDING COMMITTEE

Sept. 17, 2018

7:00 pm

MARK GORSTMAN
Jim Slattery
LUKASZ. WASIAK

Kevin O'Neil
Robert Miller

Beth Rossi

Joel Bergmann

Bob Beiscoe

Ralph Stefanelli

Claudette Viveiros

MICHAEL VIVEIROS

PBC CLARK

PBC Vice Chair

PBC CHAIR

PBC

PBC

Director Norton Human Services / Council on Aging

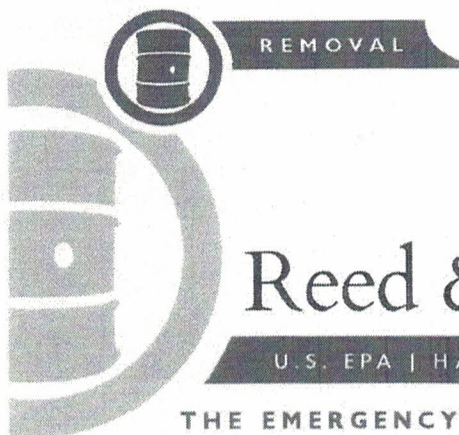
bhta architect.

Concerned citizen
"the Wolfman"

HVIVEIROS@DBVW.COM

Proposed Schedule for
Senior Center Site Feasibility Study
September 10, 2018

	2018	September	October	November	December	2019	January	February	March	April
Start-up Meetings										
Review Demographics										
Survey Questions and Format										
Survey runs live online & on paper										
Survey Results										
Current and Potential User List										
Program Meeting										
Develop Space Needs										
Review Sites										
Determine Site Characteristics and Pro/Con analysis										
Schematic/ Concept Design										
Cost Estimate & Overall Project Budget										
Implementation Scheudle										
Develop Communication Tools										
Final Report										
Contingency for Spring Town Meeting										



SITE UPDATE

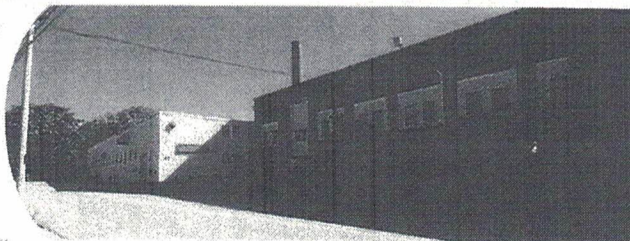


Reed & Barton Site Norton, MA

U.S. EPA | HAZARDOUS WASTE PROGRAM AT EPA NEW ENGLAND

THE EMERGENCY RESPONSE AND REMOVAL PROGRAM

responds to chemical, biological and radiological releases and large-scale national emergencies, including homeland security incidents. EPA conducts short term cleanups in the removal program when necessary to protect human health and the environment by either funding response actions directly or overseeing and enforcing actions conducted by potentially responsible parties.



SITE DESCRIPTION:

The Reed & Barton Site (the Site) is located at 47 Elm Street in Norton, MA. The Site encompasses approximately 21 acres and is located in a residential neighborhood. The Site includes a parking area, former lagoon area, a section of the Rumford River, including two ponds on the north side of Cross Street, and contains a combination of one and two-story buildings totally approximately 170,000 square feet.

SITE HISTORY

The Site is a vacant and abandoned former manufacturer and plater of silver products. In 2015, the Reed and Barton Corporation filed for bankruptcy. In 2015, the Massachusetts Department of Environmental Protection (MassDEP) conducted groundwater/sediment sampling near the Site. Analytical results taken by MassDEP immediately downgradient of the Site demonstrated exceedances of trichloroethylene in groundwater and mercury in sediment. An inspection of the building by MassDEP and the Town of Norton in July 2016 determined that the southern sections of the building are in various states of decay. Asbestos containing material was visible throughout the building.

In April 2017, at request of MassDEP, EPA and agency contractors performed a site investigation, which included taking samples of soil, sediment, and surface and groundwater. In May 2017, additional soil and sediment samples were collected by EPA based upon previous sample analysis. In June 2017, drinking water samples were taken from two residential properties near the Site and in July 2017, surface soil samples were taken adjacent to the building to determine if the asbestos siding from the building was friable. The Site investigation determined the presence of metals (arsenic and lead), volatile organic compounds (VOC's), and polycyclic aromatic hydrocarbons (PAHs) at the Site.

continued >>

KEY CONTACTS:

KAREN WAY

EPA On-Scene Coordinator
617-918-1256
way.karen@epa.gov

KELSEY DUMVILLE

EPA Community Involvement
Coordinator
617-918-1003
dumville.kelsey@epa.gov

GENERAL INFO:

TOLL-FREE
CUSTOMER SERVICE
1-888-EPA-7341

LEARN MORE AT:

<https://www.epa.gov/cleanups/cleaning-new-england>



In May 2017, EPA established a task force to restore the Superfund program to its rightful place at the center of the Agency's core mission to protect health and the environment.
epa.gov/superfund/superfund-task-force

September 2018

WHAT TO EXPECT

Sampling data demonstrates that the conditions at the Site meet the general criteria for action to be taken to address the contamination. MassDEP will work with the Town to address the asbestos contamination in the buildings and at the Site. EPA will be on site to remove contaminated soil and sediment prior to the asbestos abatement. The soils and

sediments to be removed are along a portion of the Rumford River. The trench area on Cross Street will also be excavated and disposed.

EPA and contractors arrived on Site August 20, 2018 to conduct removal action activity. Workers on site may be in protective clothing due to their direct

contact with contaminated materials as well as to protect them from poison ivy in the removal area vicinity. EPA will be removing materials from the site via truck and will work with the Town to determine a truck route. Material will be covered when leaving the Site.