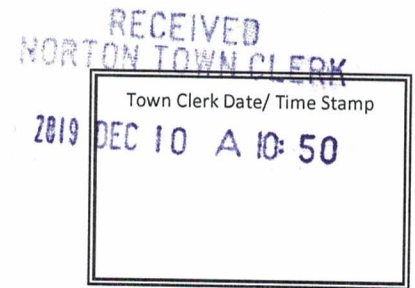




# MINUTES

## TOWN OF NORTON



### Permanent Building Committee

Board/ Committee:

Meeting Date: October 28, 2019 Time: 7:00 PM

Meeting Location: Norton Cable Studio  
184 West Main Street Norton, MA 02766

Members & Staff Present: Dinah O'Brien, Kevin O'Neil, Mark Gershman, Robert Medeiros, James Slattery, Sheri Cohen, Jack Conway, Bonnie Yezukevich, Bob Briscoe, Michael Yunits

Public: Beth Rossi

The meeting was called to order at 7:00 PM and adjourned at 8:09 PM

Minutes from the September 9, September 19 and October 15 were approved

### *Meeting Motions / Actions and Summary of Discussions:*

#### A. Meeting Minutes

Committee voted to approve the September 9, 2019, September 19, 2019 and October 15, 2019 Meeting Minutes.

#### B. Correspondence

No mail was received by the Committee.

#### C. Town Meeting Update

The Town voted to approve the article(s) funding a Site Selection Survey and development of conceptual plans for a new Town Hall and Community Center. Goal is to be ready with a plan for the May 2020 Town Meeting.

#### D. Town Hall and Community Center Projects

A draft RFQ for the Site Selection Survey was reviewed by the Committee. Discussion around potential sites, and sites that were previously reviewed and ruled out, included:

- Sites listed in the August 12, 2019 Letter from Town Manager M. Yunits
- List of parcels prepared by R. Kimball
- Campbell House and adjacent land from the School Department
- Pit Field (School Department) with potential access from Summer Street
- Balfour Property (Pine Street)

Committee discussed the need to have an independent firm review potential sites and that the Survey may want to be limited to a certain geographical area, i.e. a certain radius around Town Center.

An approximately schedule for the RFQ was discussed:

Advertise within the Central Registry	November 6, 2019
Advertise within the Sun Chronicle	November 12, 2019
Bid Opening	December 4, 2019
Committee Meeting to review proposals	December 9, 2019

Members of the Committee were asked to review the Draft RFQ and provide any comments to the Chair by Thursday, October 31, 2019.

Town Manager M. Yunits was asked to confirm if one of the two architects that prepared the Feasibility Studies could be used to prepare the Site Selection Survey by amending their contract. M. Yunits will review the laws on Massachusetts professional services public bidding. If the maximum value of the RFQ is below a certain threshold the Town may be able to solicit quotes from three qualified firms, which would shorten the procurement schedule.

E. School Department Update

S. Cohen provided the Committee with an update on the School Department Projects. S. Cohen stated the asbestos abatement at the Yelle School continues with the expectation that students will return to their classrooms on November 15, 2019.

Community Information Meetings for the proposed Athletic Complex will be held at the High School Auditorium on November 18, 2019 and November 20, 2019.

F. Other Business

1. Norton Charter Commission - Members of the Committee met with the Norton Charter Commission on October 22, 2019.

Next Meeting(s):

November 19, 2019 (Tuesday)      7:00 PM      Council on Aging  
55 West Main Street Norton, MA 02766

Minutes respectfully submitted by:

Mark Gershman, PBC Clerk

Minutes Approved by Committee on:

12/9/19

Chairman Signature:

Donald L. O'Brien

PERMANENT BUILDING COMMITTEE MEETING  
OCT. 28, 2019  
7:00 PM

CABLE STUDIO

MARIE GARSTMAN	PBC
BONNIE YERZENICH	FinCom
Jim Slattery	PBC
Rest Mabez	PBE
Bob Buice	PBC
KEVIN ONZIC	PBC
Shen Coker	SC
JACK CONWAY	BOS
Dina O'Brien	PBC
Michael Yunits	Town
Beth Rossi	COA