

TOWN OF PRINCETON MA
Princeton Advisory Committee
Meeting Minutes
March 22, 2017

AC members in attendance: John Shipman, George Handy, Jimmy O'Coin, Don Schoeny, Wayne Adams, Judy Dino, Bill Lawton
Facilities Study Group: Edie Morgan, Chris Conway, Dave Hilton

Advisory Committee Agenda

- Approve previous meeting minutes
- Discussion Warrant Article for Town Facilities Infrastructure
- Other new Business

Meeting started at 5:30 PM

Meeting Minutes

- Facilities Study Group provided overview as follows:
 - Town has conducted several facility studies that go back to the 1990s, citing the need to improve Bagg Hall, Princeton Center, and town hall campus buildings. Town has not prioritized study recommendations for spending for renovation and future facilities for various good reasons. However, the town can no longer delay action.
 - Warrant article is to request between \$25-\$35K new spend for a requirements and feasibility study; redirect the already town approved \$65K Bagg Hall study to a new study to encompass four buildings: Bagg Hall, Town Annex, Police/Fire Station Town Center, and Princeton Center. The result would be a \$100K fund to contract a professional architectural firm for the study so there are design considerations, a long-range plan, and more accurate cost estimates over the previous HKT Report and the Facilities Committee Report.
 - BOS would appoint a Facilities Advisory Committee that would operate in a similar fashion of success as the Road Advisory Committee – focused on multi-year plans, funding and grants, stewardship for the execution of plans along with town staff.
 - Initial considerations to build up a yearly facilities improvement fund include utilizing the current stabilization funds, selling idle non-essential assets/property, factor in debt retirement schedules from other town obligations such as TPS, Fieldstone Farm, Four Corners/Bentley Farm. And being successful in being awarded State/Federal grants. The funding and spend will need to be in the low \$M, e.g. \$3M-\$5M over several years.
- Advisory Committee feedback and discussion
 - Funds that grow too large ahead of a plan may be diluted with other obligations such as the y-o-y WRSD increased budgets and OPEB.
 - The study could be structured into two parts: 1) feasibility study to address what the town needs to have for building space for the next 10-30 years ; 2) then address how current buildings do/do not meet those needs and what

- supplemental renovation or new construction is needed.
- The to-be-formed Facilities Advisory Committee (if that will be its name) needs to take on stewardship and oversight for all town buildings and can encompass maintenance schedules, building retirement, etc. The town needs to get a handle on everything so no facility poses a threat to a sound plan of multi-year spend.
 - The town needs to work through and set aside emotional and sentimental issues for certain buildings if they don't fit the future plan for town services or cost effective renovations. There are more options to preserve town architectural heritage and culture that a professional architectural study has to bring forth over previous studies and town discussions, other than just full renovation with no concern for cost.
 - There is a recommendation to revalidate the cost of a professional study, since \$65K was set aside for one building; having a study for four buildings at \$100K may not be enough. Professional architectural firm stated you need at least \$100K to be in the game.

Meeting adjourned at 7:15 PM

Next BOS/AC meeting is Monday 3/27 5PM at town hall annex to resume FY18 budget planning and review of draft warrant articles.

Handouts and Referenced Documents

- none

Minutes recorded by Wayne M. Adams, AC Member